



City of Cartersville

P.O Box 1390 – 10 Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org

COUNCILPERSONS:

Matt Santini – Mayor
Dianne Tate – Mayor Pro Tem
Kari Hodge
Lindsey McDaniel, Jr.
Lori Pruitt
Jayce Stepp
Louis Tonsmeire, Sr.

AGENDA

Council Chamber, Third Floor of City Hall– 7:00
PM – 11/5/2015
Work Session – 6:00 P.M.

CITY MANAGER:
Sam Grove

CITY ATTORNEY:
David Archer

CITY CLERK:
Connie Keeling

I. Opening of Meeting

- Invocation
- Pledge of Allegiance
- Roll Call

II. Regular Agenda

A. Council Meeting Minutes

1. October 15, 2015 (Pages 1-5)

[Attachments](#)

B. Commendation/Recognition

1. Recognition of Martha Wellsandt (Page 6)

[Attachments](#)

C. Proclamations

1. World Pancreatic Cancer Day (Pages 7-8)

[Attachments](#)

D. Public Hearing - 2nd Reading of Zoning/Annexation Requests

1. File #Z15-06: Rezoning application by Andy Womack for property located at 802 West Avenue (approximately 0.68 acres) from O-C (Office Commercial) to G-C (General Commercial). (Pages 9-28)

[Attachments](#)

E. First Reading of Ordinances

1. Amendment to Budget Ordinance for Fiscal Year 2014-15 (Pages 29-31)

[Attachments](#)

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2. Revision to Gas Ordinances (Pages 32-33)

[Attachments](#)

3. Erosion and Sediment Control Ordinance Change (Page 34)

[Attachments](#)

4. Amendment to Capacity Fee Ordinance (Pages 35-37)

[Attachments](#)

F. Grant Application/Acceptance

1. GEFA IIb Technical Assistance Grant (Pages 38-47)

[Attachments](#)

G. Resolutions

1. Public Hearing for Capital Improvements Element Annual Update regarding Impact Fees and Corresponding Transmittal Resolution if approved (Pages 48-68)

[Attachments](#)

2. Freeport Exemption (Pages 69-72)

[Attachments](#)

H. Other

1. Auditor's Management Letter (Pages 73-79)

[Attachments](#)

2. Quitclaim Deed Paga Mine Properties 8, LLC (Pages 80-82)

[Attachments](#)

I. Bid Award/Purchases

1. 2016 Employee Health Insurance Renewal (Pages 83-87)

[Attachments](#)

2. Steel Pipe for Gas Dept. (Pages 88-89)

[Attachments](#)

3. Garbage Cart and Recycling Cart (Pages 90-91)

[Attachments](#)

J. Contracts/Agreements

1. Stormwater Workorder/Inspection Software Agreement (Pages 92-95)

[Attachments](#)

PERSONS WITH DISABILITIES NEEDING ASSISTANCE TO PARTICIPATE IN ANY OF THESE PROCEEDINGS SHOULD CONTACT THE HUMAN RESOURCES OFFICE, ADA COORDINATOR, 48 HOURS IN ADVANCE OF THE MEETING AT 770-387-5616.



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
October 15, 2015

SubCategory:	Council Meeting Minutes
Department Name:	Clerk
Department Summary Recommendation:	Attached are the minutes for your review and approval.
City Manager's Remarks:	Your approval of the minutes from Oct. 15th Council meeting is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City Council Meeting
 10 N. Public Square
 October 15, 2015
 6:00 P.M. – Work Session 7:00 P.M.

I. Opening Meeting

Invocation by Council Member Tonsmeire

Pledge of Allegiance led by Council Member Hodge

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Louis Tonsmeire, Sr., Council Member Ward Three; Lindsey McDaniel Council Member Ward Four; Dianne Tate, Council Member Ward Five; Lori Pruitt, Council Member Ward Six; Sam Grove, City Manager; Connie Keeling, City Clerk and David Archer, City Attorney.

II. Regular Agenda

A. Council Meeting Minutes

1. October 1, 2015

A motion to approve the October 1, 2015 City Council Meeting Minutes as presented was made by Council Member Hodge and seconded by Council Member Tate. Motion carried unanimously. Vote 6-0

B. Proclamations

1. Domestic Violence Awareness Month

Mayor Santini presented a proclamation to the representatives of Tranquility House declaring October as Domestic Violence Awareness Month.

C. Grant Application/ Acceptance

1. Firehouse Subs Public Safety Foundation

Scott Carter, Fire Chief stated that his department had received a grant from the Firehouse Subs Public Safety Foundation in the amount of \$22,478.00. Chief Carter stated that this is a 100% grant with no match required that will replace all firefighters breathing apparatus face pieces and purchase two (2) Rapid Intervention Packs. Chief Carter recommended approval to accept the grant and purchase all apparatus.

A motion to approve the acceptance of the Firehouse Subs grant and allow the purchase of apparatus was made by Council Member Tonsmeire and seconded by Council Member Pruitt.

Motion carried unanimously. Vote 6-0

D. Public Hearing – 1st Reading of Zoning/Annexation Requests

1. File Z15-06: Rezoning application by Andy Womack for property located at 802 West Avenue (approximately 0.68 acres) from O-C (Office Commercial) to G-C (General Commercial)

Richard Osborne, City Planner stated that this Zoning and Annexation request had no conflicts with the other City Departments and all adjacent property owners have been notified and the required legal notices have been advertised. Mr. Osborne stated that this property includes a building constructed in approximately 1965. The current applicant seeks to rezone the property from O-C (Office Commercial) to G-C (General Commercial) to construct a new tunnel-style car wash. Mr. Osborne stated that city staff had no objections and the Planning Commission recommended approval to allow the property to be zoned G-C and allow all O-C uses and a car wash only.

Mayor Santini opened the floor for a public hearing. Andy Womack, applicant and Elizabeth Edwards came forward and with no further comments Mayor Santini closed the public hearing.

NO ACTION REQUIRED

(Insert Ordinance)

E. Bid Award/Purchases

1. Transformer for Electric Department

Don Hassebrock, Electric Department Director stated that staff had accepted bids for a 2500 kVA transformer that will used as a system spare. Mr. Hassebrock recommended approval of the low bid and lowest total ownership cost from ERMCO in the amount of \$36,396.00.

A motion to approve the purchase from ERMCO was made by Council Member Stepp and seconded by Council Member Hodge. Motion carried unanimously. Vote 6-0

2. Demolition of Gas Maintenance Building

Dan Porta, Assistant City Manager stated that the city had received three proposals for the demolition of the gas maintenance building located at 4 Cook Street, which was damaged by sinkhole #2. The best proposal was received by Cornerstone Demolition & Grading in the amount of \$20,950. Mr. Porta stated that asbestos was found and will be an additional \$13,500 for the removal of the asbestos, for a total cost of \$34,450. Also if additional dirt or gravel/rock is needed onsite there will be additional costs and Mr. Porta recommended approval.

A motion to approve the demolition and removal of asbestos was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously.

Vote 6-0

F. Other

1. American Public Gas Association 2016 Dues

Gary Riggs, Gas Superintendent stated that this is the American Public Gas Association 2016 Membership dues in the amount of \$7,307.25 and recommended approval.

A motion to approve of the APGA 2016 Dues was made by Council Member Hodge and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

G. Monthly Financial Statement

1. August 2015 Financial Report

Tom Rhinehart, Finance Director presented the August 2014 monthly financial statement with comparisons from the previous year of August 2013 by fund, along with supplemental financial information comparing the year to date revenues and expenses for each fund and a report of cash position through August 2015. No action is needed by Council

Mayor Santini stated that an item needed to be added to the agenda. A motion to add an item to the agenda was made by Council Member Tonsmeire and seconded by Council Member Tate. Motion carried unanimously. Vote 6-0

H. Added Item

1. Criminal Justice Form

Dan Porta, Assistant City Manager stated that this is a form that must be completed for the Drug Task Force and Police Department by a non-police agency which allows them to use the GCIC. Mr. Porta recommended approval to allow the Mayor to sign any and all documents pertaining to this form.

A motion to approve the Mayors signature was made by Council Member Pruitt and seconded by Council Member Tonsmeire. Motion carried unanimously. Vote 6-0

2. American Legion Turkey Shoot

David Brown with the Cartersville American Legion came forward to request approval to have a turkey shoot on their grounds either the first or second week in November.

A motion to approve the Turkey Shoot pending the Police Chiefs approval, notification of all neighboring property owners, and a letter submitted to the City Clerk verifying notification of property owners was made by Council Member Stepp and seconded by Council Member Pruitt. Motion carried unanimously. Vote 6-0

After announcements a motion to adjourn the meeting was made by Council Member Hodge and needing no second. Motion carried unanimously. Vote 6-0

Meeting Adjourned

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Connie Keeling
City Clerk



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Recognition of Martha Wellsandt

SubCategory:	Commendation/Recognition
Department Name:	Planning and Development
Department Summary Recommendation:	Martha Wellsandt was a founding member of the Alcohol Control Board in 2004. Ms Wellsandt had to resign in 2014 to care for her ailing husband and at this time we would like to recognize her for her 10 years of dedication to the City of Cartersville.
City Manager's Remarks:	Recognition of Martha's years of service is most deserved and recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
World Pancreatic Cancer Day

SubCategory:	Proclamations
Department Name:	
Department Summary Recommendation:	Proclamation supporting the observance of November 13 as World Pancreatic Cancer Day in the City of Cartersville to help raise awareness in our community.
City Manager's Remarks:	Your recognition of this proclamation is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

CITY of CARTERSVILLE

Proclamation



WHEREAS in 2015, an estimated 48,960 people will be diagnosed with pancreatic cancer in the United States and 40,560 will die from the disease;

WHEREAS pancreatic cancer is one of the deadliest cancers, is currently the fourth leading cause of cancer death in the United States and is projected to become the second by 2020;

WHEREAS pancreatic cancer is the only major cancer with a five-year relative survival rate in the single digits at just seven percent;

WHEREAS when symptoms of pancreatic cancer present themselves, it is generally late stage, and 73 percent of pancreatic cancer patients die within the first year of their diagnosis while 93 percent of pancreatic cancer patients die within the first five years;

WHEREAS approximately 1,040 deaths will occur in Georgia in 2015;

WHEREAS pancreatic cancer is the 7th most common cause of cancer-related death in men and women across the world;

WHEREAS there will be an estimated 367,000 new pancreatic cancer cases diagnosed globally in 2015;

WHEREAS the good health and well-being of the residents of the City of Cartersville, Georgia are enhanced as a direct result of increased awareness about pancreatic cancer and research into early detection, causes, and effective treatments.

NOW, THEREFORE, I, Matthew J. Santini, Mayor of the City of Cartersville, do hereby proclaim November 13, 2015, as "World Pancreatic Cancer Day" in our community.

*In Witness whereof I have hereunto set my
hand and caused this seal to be affixed*

Mayor

Attest: _____ City Clerk



City of Cartersville

City Council Meeting

11/5/2015 7:00:00 PM

File #Z15-06: Rezoning application by Andy Womack for property located at 802 West Avenue (approximately 0.68 acres) from O-C (Office Commercial) to G-C (General Commercial).

SubCategory:	Public Hearing - 2nd Reading of Zoning/Annexation Requests
Department Name:	
Department Summary Recommendation:	This property includes a building constructed in approximately 1965 according to Bartow County tax records that was used for many years as the Wagon Wheel restaurant. In the last 10 to 15 years, there have been a variety of tenants in the building, in between periods of vacancy. The building and property are currently being used as a tire shop. In 2005, a different applicant proposed to rezone this tract from O-C to G-C. At that time, Planning Commission recommended approval with condition that the permitted uses would be limited to O-C uses plus Automotive and truck sales and rental. At that time, City Council denied the application. The current applicant seeks to rezone from O-C to G-C to construct a new tunnel-style car wash, and he has submitted concept examples. City departments had no objections. Planning Commission recommended approval with condition that allowed uses shall include O-C district uses plus car wash.
City Manager's Remarks:	This item is recommended by the Planning Commission with conditions.
Financial/Budget Certification:	
Legal:	
Associated Information:	

ZONING SYNOPSIS

Petition Number(s): **Z15-06**

APPLICANT INFORMATION AND PROPERTY DESCRIPTION

Applicant: **Andy Womack**
 Representative: **None**
 Property Owner: **Boyd Morris**
 Property Location: **802 West Ave (corner Plymouth Dr)**
 Access to the Property: **West Ave**

Site Characteristics:

Tract Size: Acres: **0.68 acres** District: **4th** Section: **3rd** LL(S): **558**
 Ward: **2** Council Member: **Jayce Stepp**

LAND USE INFORMATION

Current Zoning: **O-C (Office Commercial)**
 Proposed Zoning: **G-C (General Commercial)**
 Proposed Use: **G-C zoning to allow for new car wash**
 Current Zoning of Adjacent Property:
 North: **O-C**
 South: **R-20**
 East: **O-C**
 West: **O-C and G-C**

The Future Development Plan designates the subject property as:
Community Village Center with recommended zoning districts O-C, M-U, and P-S.

ZONING ANALYSIS

City Departments Reviews

Water and Sewer:

No objections.

Public Works:

No objections.

Gas:

No objections.

Electric:

No objections.

Fire:

No objections.

Police:

No comments.

This property includes a building constructed in approximately 1965 according to Bartow County tax records that was used for many years as the Wagon Wheel restaurant. In the last 10 to 15 years, there have been a variety of tenants in the building, in between periods of vacancy. The building and property are currently being used as a tire shop. In 2005, a different applicant proposed to rezone this tract from O-C to G-C. At that time, Planning Commission recommended approval with condition that the permitted uses would be limited to O-C uses plus Automotive and truck sales and rental. At that time, City Council denied the application. The current applicant seeks to rezone from O-C to G-C to construct a new tunnel-style car wash, and he has submitted concept examples. City departments had no objections. Planning Commission recommended approval with condition that allowed uses shall include O-C district uses plus car wash.

STANDARDS FOR EXERCISE OF ZONING POWERS.

- A. *Whether the zoning proposal will permit a use that is suitable in view of the use and development of adjacent and nearby property.*
There are commercial and institutional uses along this section of West Ave; however, a car wash is only allowed in G-C zoning and there is little G-C zoning on adjacent and nearby property.
- B. *Whether the zoning proposal will create an isolated district unrelated to adjacent and nearby districts.*
Although there is adjacent and nearby O-C zoned property, there is little nearby G-C zoned property.
- C. *Whether the zoning proposal will adversely affect the existing use or usability of adjacent or nearby property.*
The proposal for G-C, depending on the use, could affect the adjacent residential properties off West Ave.
- D. *Whether the property to be affected by the zoning proposal has a reasonable economic use as currently zoned.*
As currently zoned for O-C (medium-density commercial), the may have a reasonable economic use as currently zoned.
- E. *Whether the zoning proposal will result in a use which will or could cause an excessive or burdensome use of existing streets, transportation facilities, utilities, or schools.*
The proposal may not cause an excessive use of existing streets and facilities. Utility, Public Works, and Planning & Development staff would review any future development/redevelopment based on possible use on roads, utilities, and other factors.
- F. *Whether the zoning proposal is in conformity with the local Comprehensive Land Use Plan.*
The proposal does not conform to the local Comprehensive Land Use Plan.

- G. Whether the zoning proposal will result in a use which will or could adversely affect the environment, including but not limited to drainage, wetlands, groundwater recharge areas, endangered wildlife habitats, soil erosion and sedimentation, floodplain, air quality, and water quality and quantity.
The proposal may not result in a use which could adversely affect the environment. Utility, Public Works, and Planning & Development staff would review any future development/redevelopment.
- H. Whether there are other existing or changing conditions affecting the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal.
Since the 2005 request for rezoning from O-C to G-C, there have not been significant changes in zoning. However, in the last ten years the immediate vicinity has been developed and/or redeveloped for more recent additions including the Waffle House; Subway/TCBY Yogurt strip shopping center; buildings that include Church at the Well and commercial uses; and the roadside Farmers Insurance/Barber shop/Yoga strip center.

STAFF RECOMMENDATION: Staff has concerns about the variety of uses allowed in the G-C zoning district. Although there has been additional commercial development in this area in recent years, the zoning of West Ave properties for O-C, along with residential zoning of the neighborhood to the south of the property, has remained the same.

PLANNING COMMISSION RECOMMENDATION

Approval with condition that allowed uses shall include O-C district uses plus car wash.

Application for Rezoning

Planning and Development Department
10 North Public Square
City of Cartersville
 (770) 387-5600

Application Number

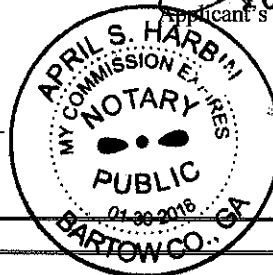
215-0610-6 @ 5:3010-15 @ 7:00

Hearing Dates

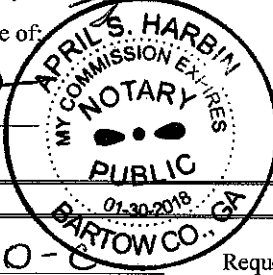
11-5 @ 7:00

Paid \$450
8-31-15 - RO

Applicant <u>Andy Wonack</u> (applicant's printed name)		Business/Cell Phone <u>770-547-7208</u>	
Address <u>127 CHEROKEE CIRCLE SE</u>		Home Phone <u>N/A</u>	
City <u>CARTERSVILLE</u>	State <u>GA</u>	Zip <u>30120</u>	Email <u>TWINS33@COMCAST.NET</u>
(Representative's printed name (if other than applicant))		Phone _____	Fax # _____
Representative's signature _____		Applicant's signature <u>Andy Wonack</u>	
Signed, sealed and delivered in presence of: <u>Carol B. Morris</u>		My commission expires: <u>01-30-2018</u>	
Notary Public			



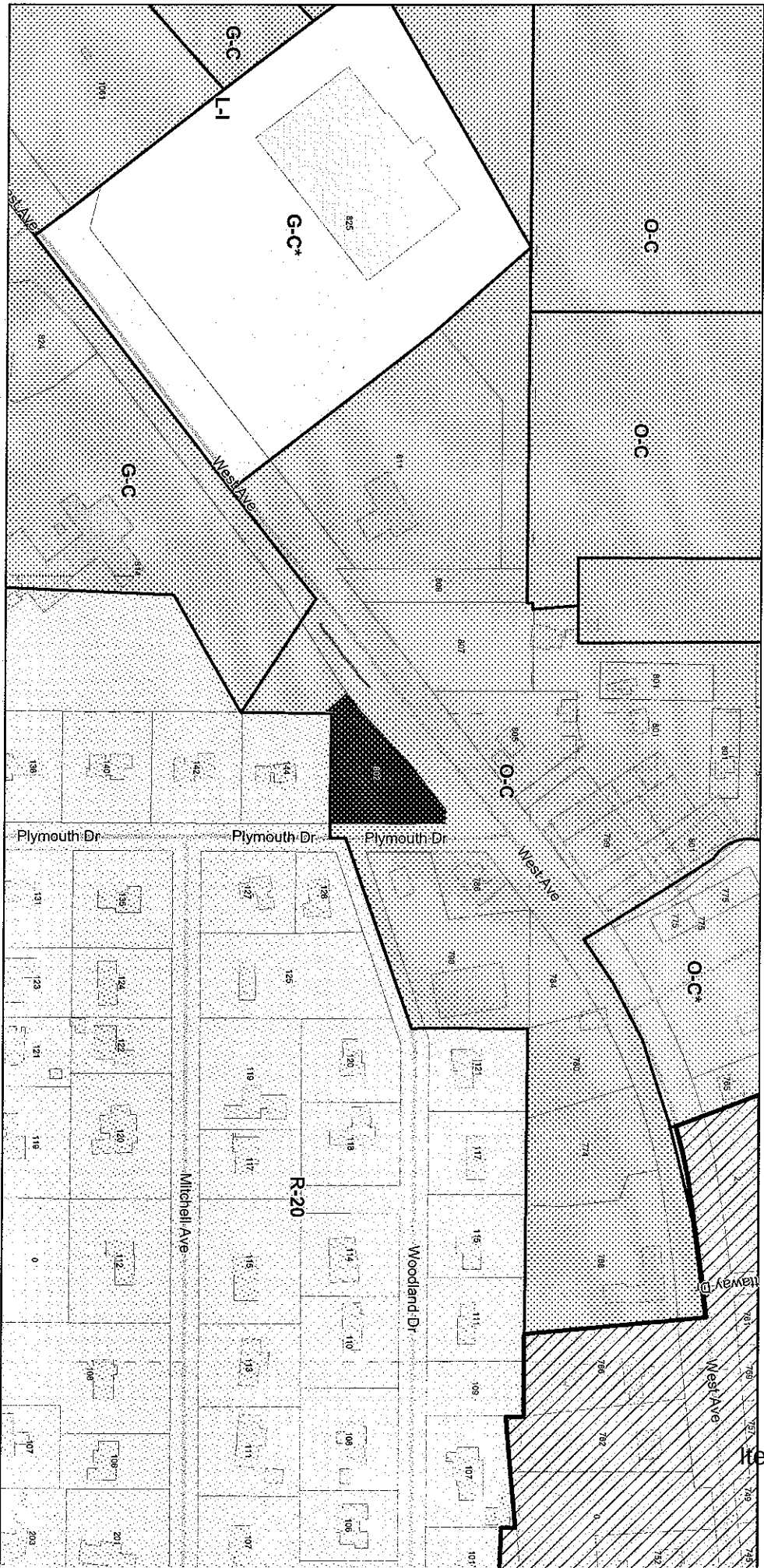
Titleholder <u>Boyd Morris</u> (titleholder's printed name)	Business <u>1</u>	Home <u>770-382-7584</u>
*attach additional notarized signatures as needed on separate application page		Address <u>11 Woodland Dr.</u>
Signature <u>Carol B. Morris</u>		<u>Cartersville, GA 30120</u>
Signed, sealed, delivered in presence of: <u>Carol B. Morris</u>		My commission expires: <u>01-30-2018</u>
Notary Public		



Present Zoning District(s) <u>O-C</u>	Requested Zoning <u>G-C</u>
Acreage <u>0.68</u>	Land Lot(s) <u>558</u>
District(s) <u>4</u>	Section(s) <u>3</u>
Location of Property <u>802 WEST AVE. (SOUTHWEST QUADRANT @ PLYMOUTH DR.)</u> (street address, nearest intersections, etc)	
Reason for requested Rezoning: <u>DEVELOP SITE AS AN EXPRESS TUNNEL CAR WASH</u> (attach additional statement as necessary)	

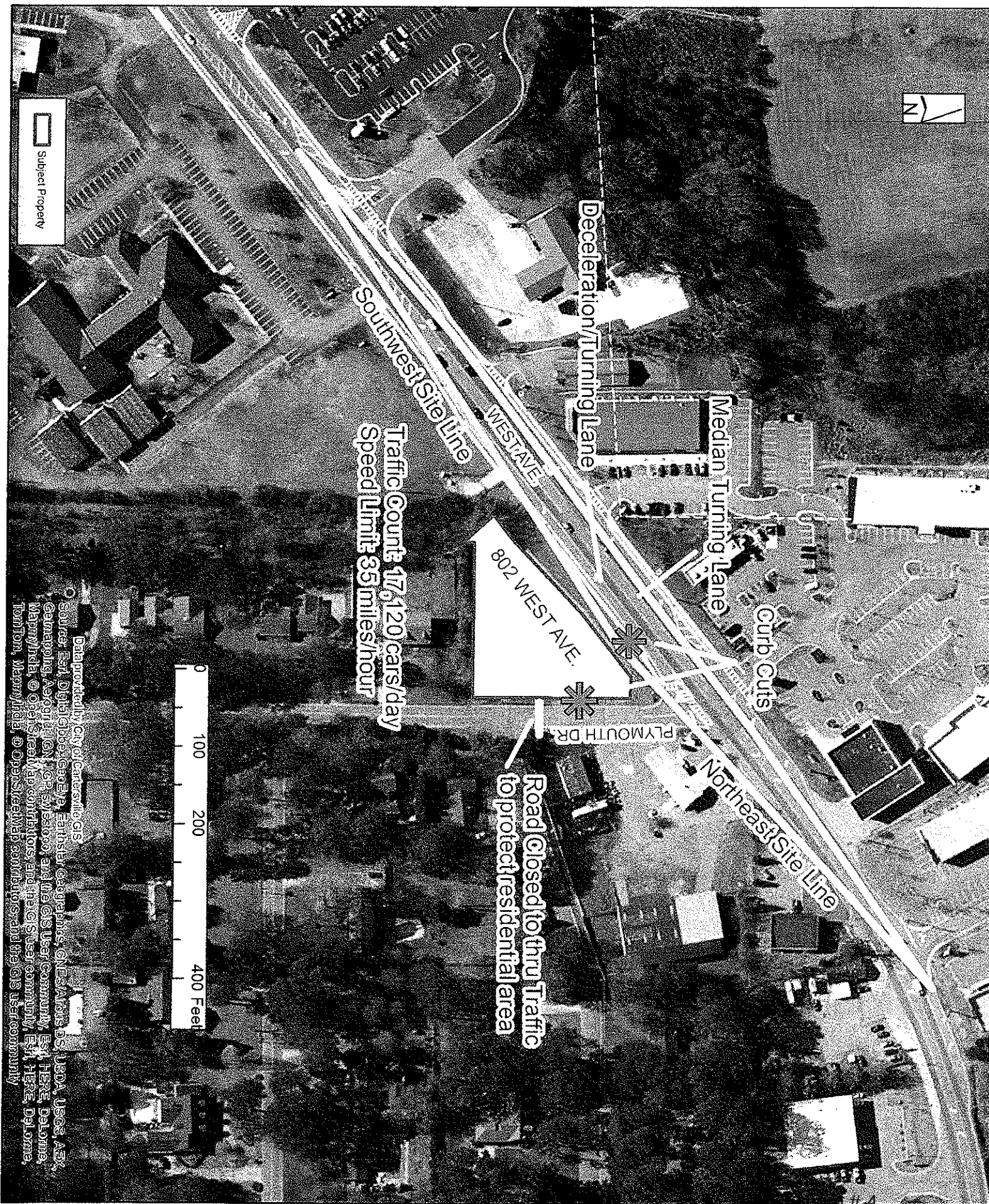
Attach a copy of a current boundary survey showing metes and bounds and indicating all existing site improvements and confirmation of the availability of all public utilities. Said site must meet the proposed zoning district development standards and access requirements of the City's regulations.

Z15-06 rezoning case 802 West Ave



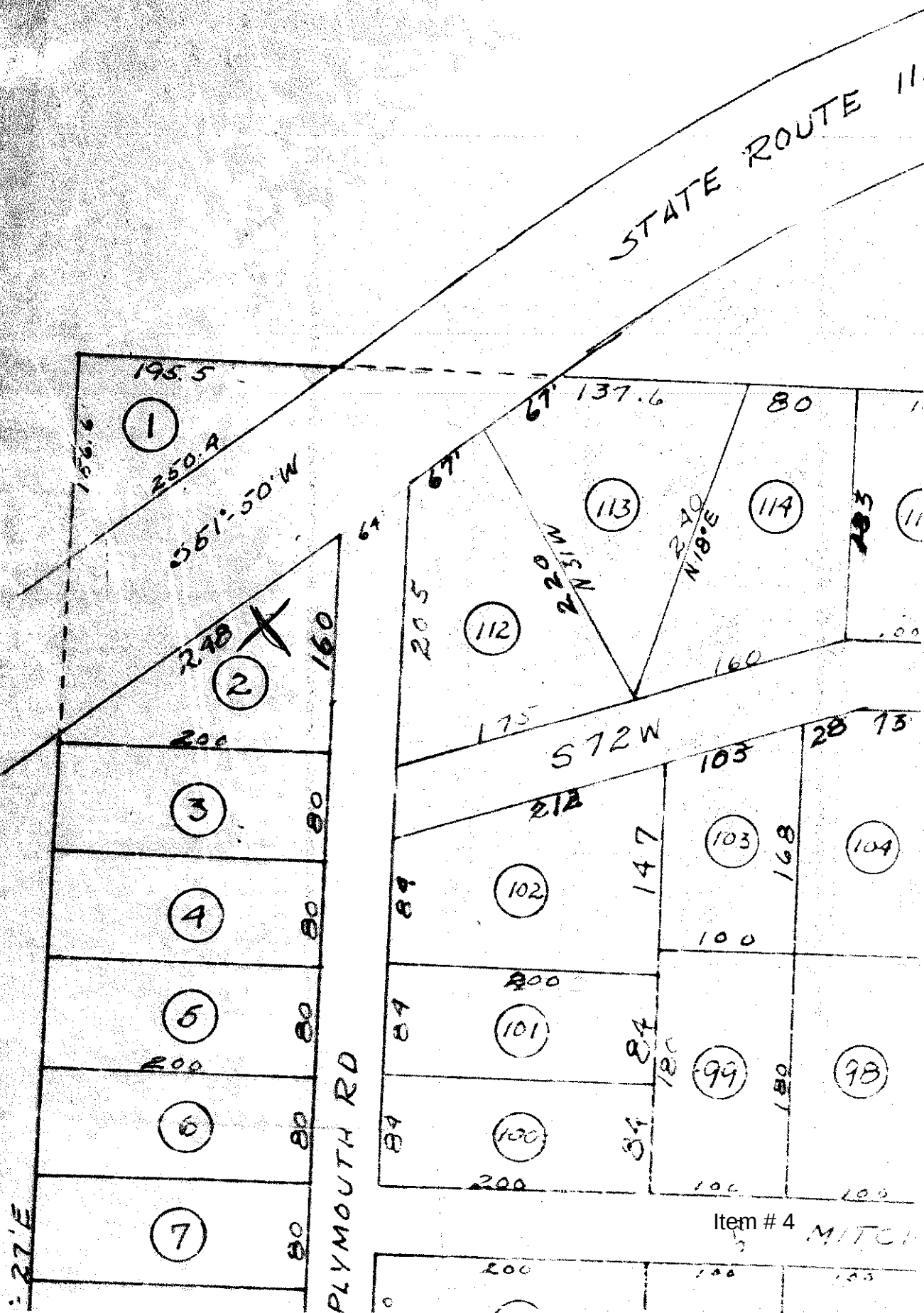
Item # 4





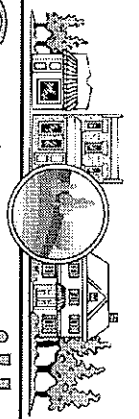
Data provided by City of Cambridge GIS
 Sources: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, Aero, GeoEye, AeroGRID, IGN, SRT, Swire, and the GIS User Community, Esri, HERE, DeLorme, Mapbox, OpenStreetMap contributors, and the GIS User Community, Esri, HERE, DeLorme, TomTom, Mapbox, and the GIS User Community





Item # 4

MITCH

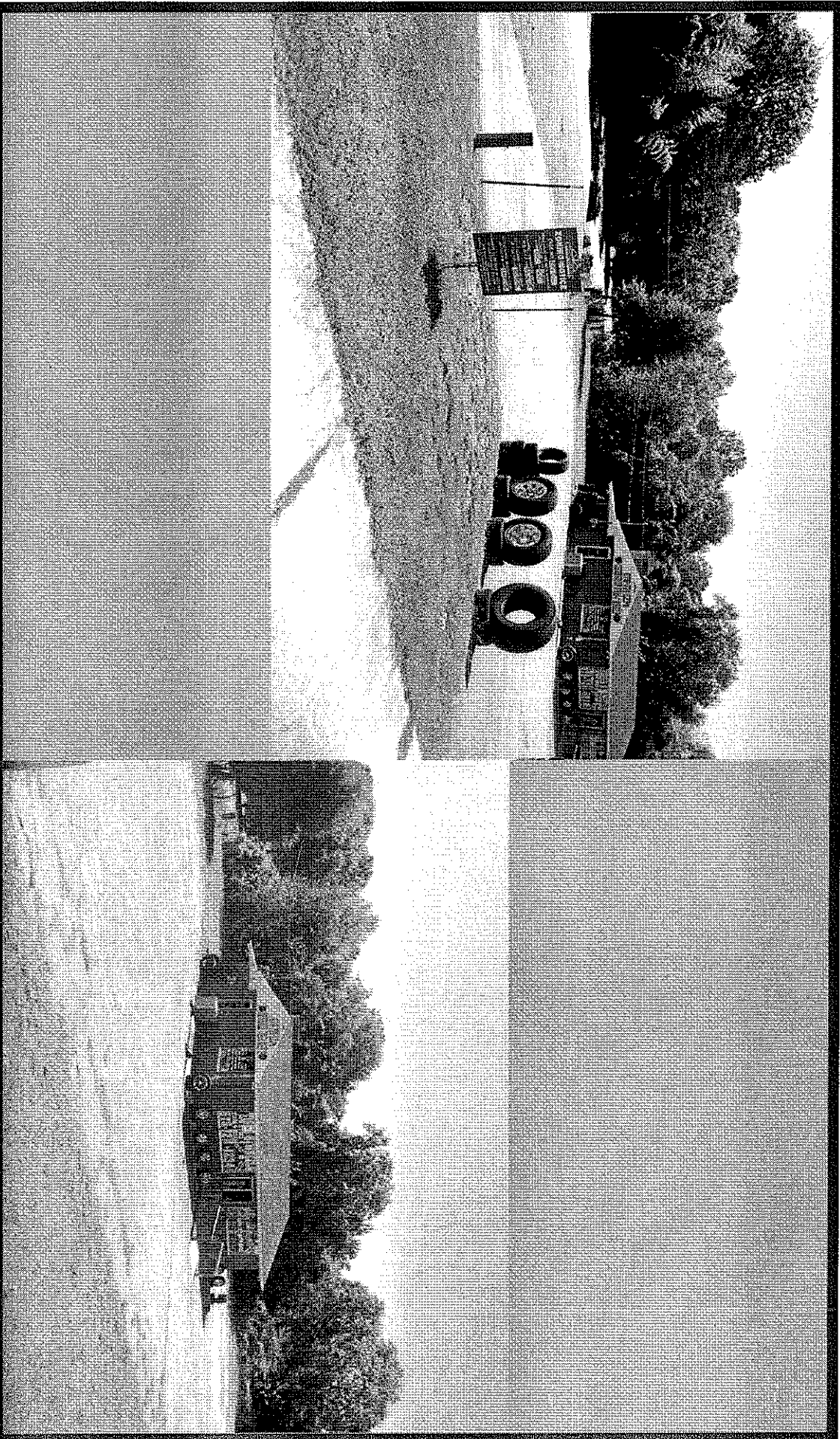


Cartersville

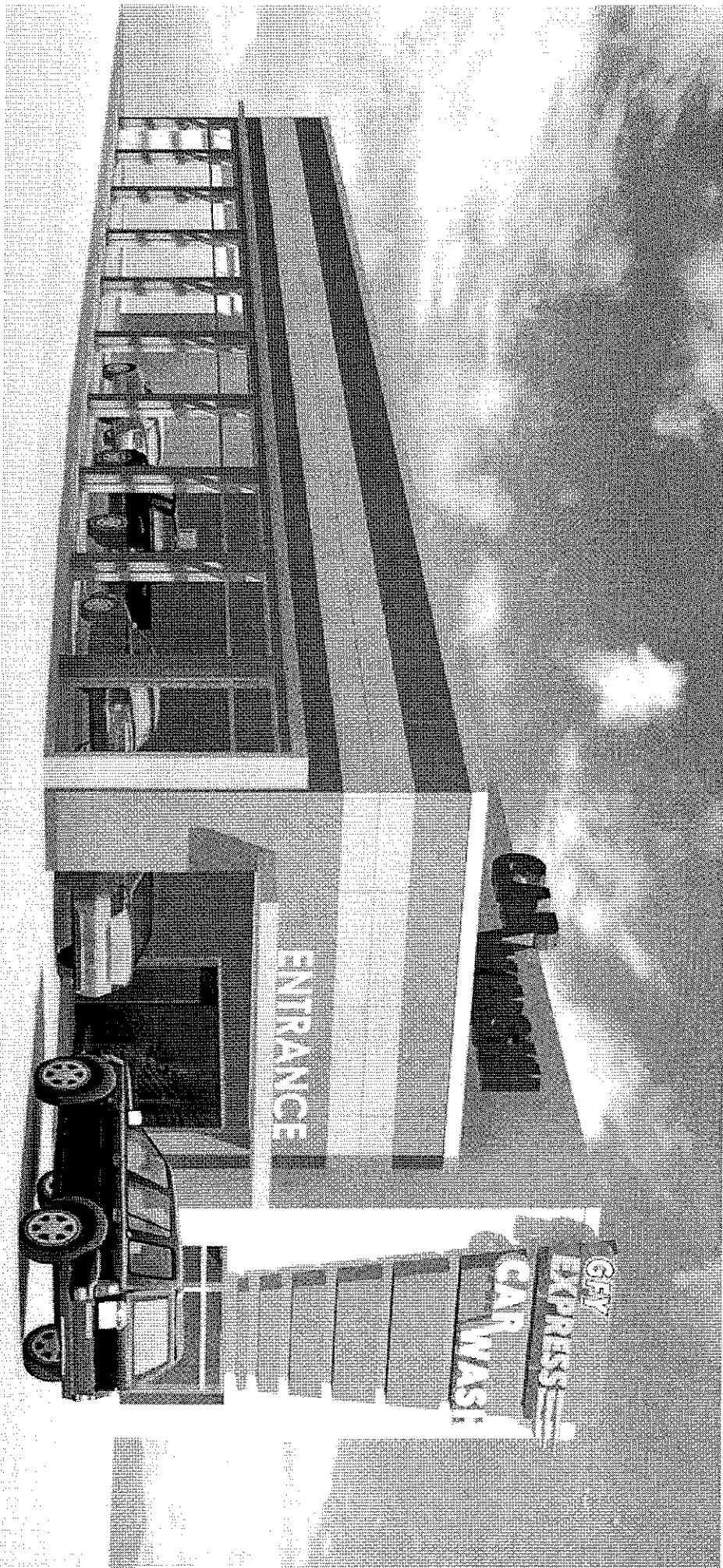
Be Charmed • Be Prosperous • Belong

802 West Ave Rezoning Z15-06

Item # 4

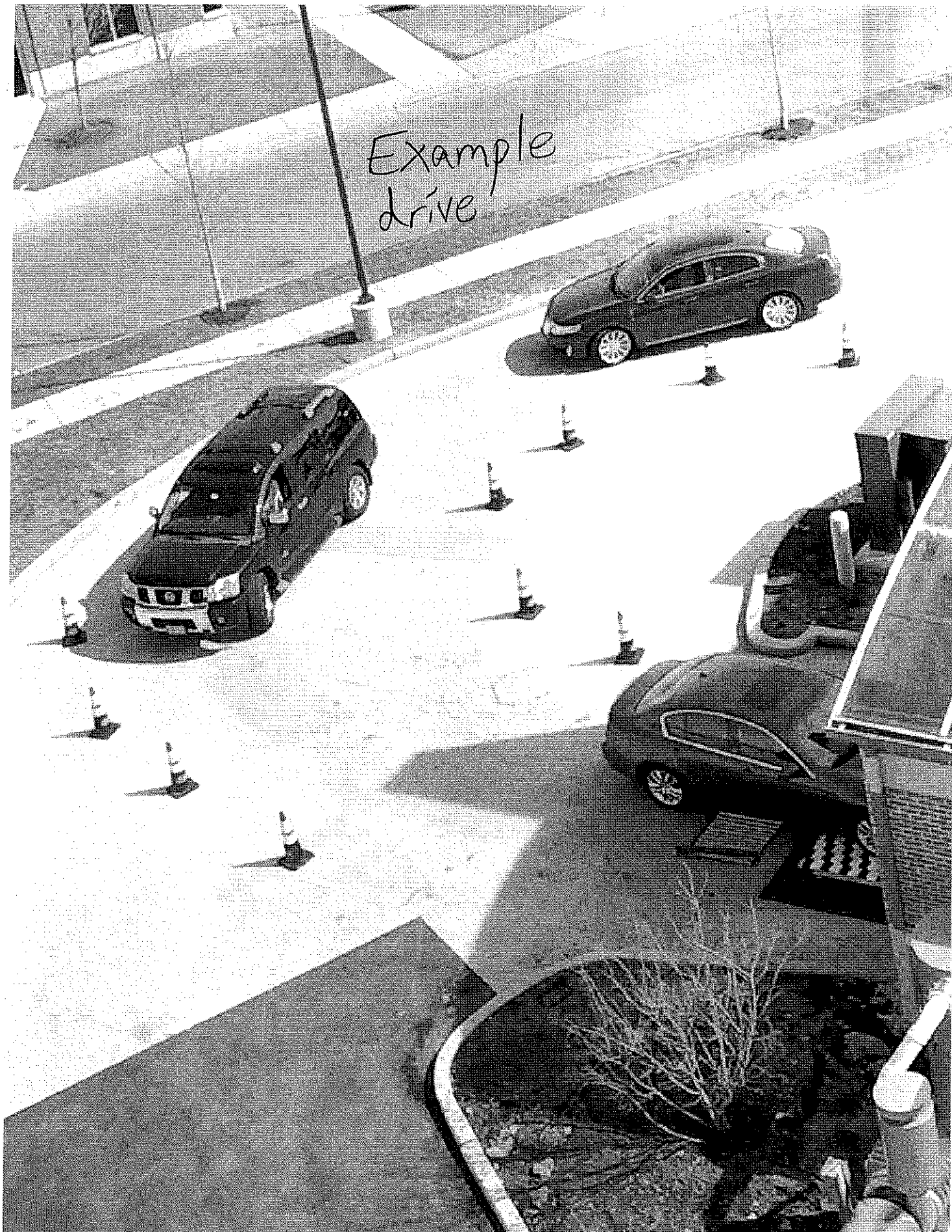


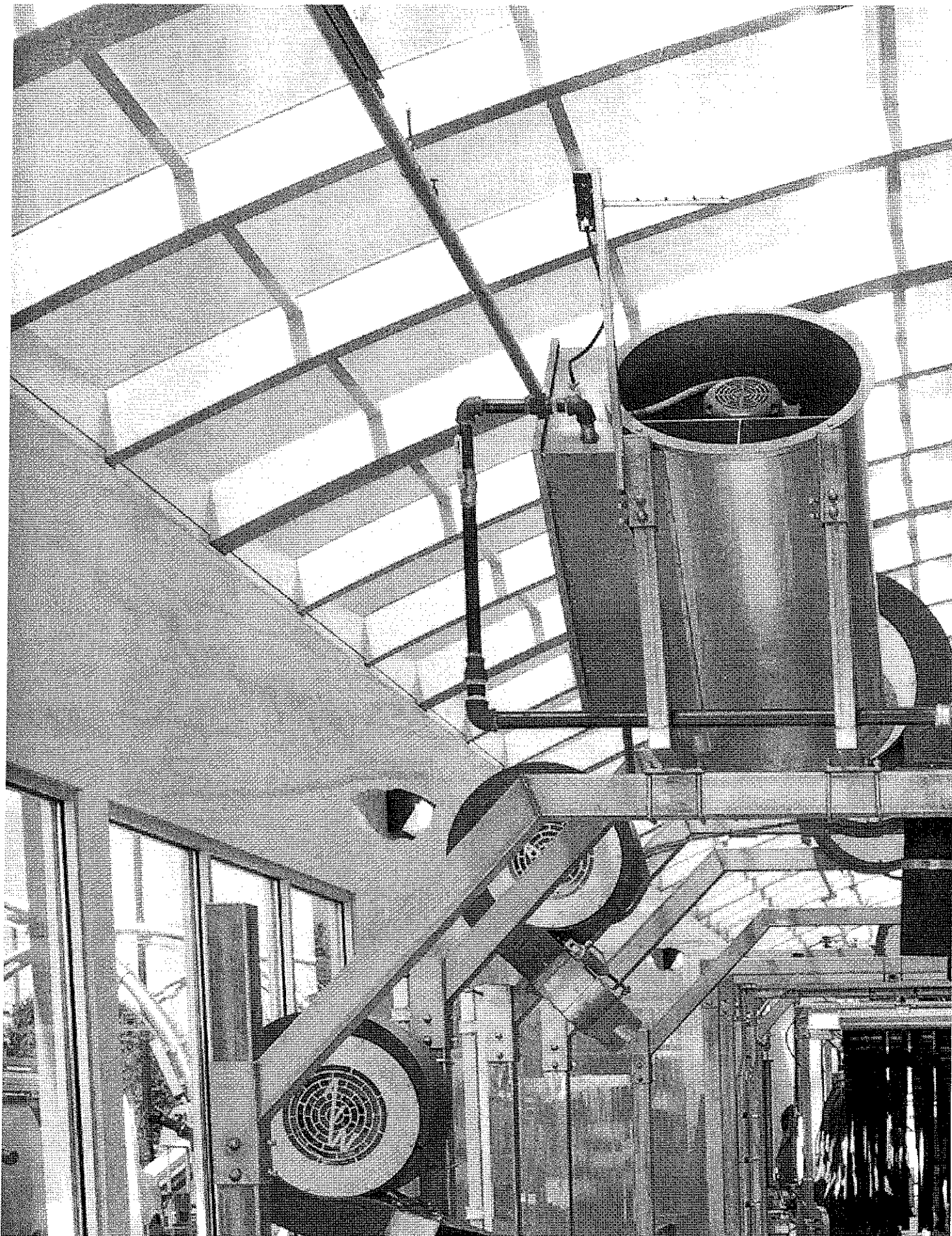
Example A



Example B



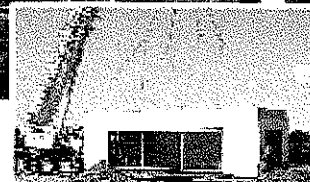
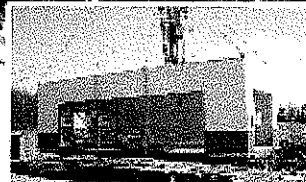




CarWash Building Solutions



The Only True Modular Carwash



Genesis is your solution for your next Express Car Wash. We have countless years in the carwash industry from being owners and operators to designers and builders. Our goal at Genesis is to take the hassle out of the designing an express service facility.

We can provide guidance on site layout and flow to building design and operation. Beyond the design portion, Genesis also strives to provide a serviceable car wash facility for years to come.

With the express service car wash system, we can not logistically ship the tunnel portion with the equipment installed. However, we are able to provide you with a fully modular equipment room with all of the required connections for the tunnel equipment designed and included. The back room portion of the facility will come to the site complete with all the equipment installed.

Can The Building Be Moved?

This is one of the most attractive aspects of the Genesis Modular Carwash. The building can be moved from its original location if unforeseen site conditions warrant its relocation. When you invest in a "True Modular" like Genesis, you are purchasing a versatile asset that provides flexibility not found in conventional construction and prefabricated buildings.

Where Can A Genesis Modular Carwash Be Delivered?

A Genesis modular carwash building system can be delivered in almost any location in the United States. Genesis has also delivered into Canada.

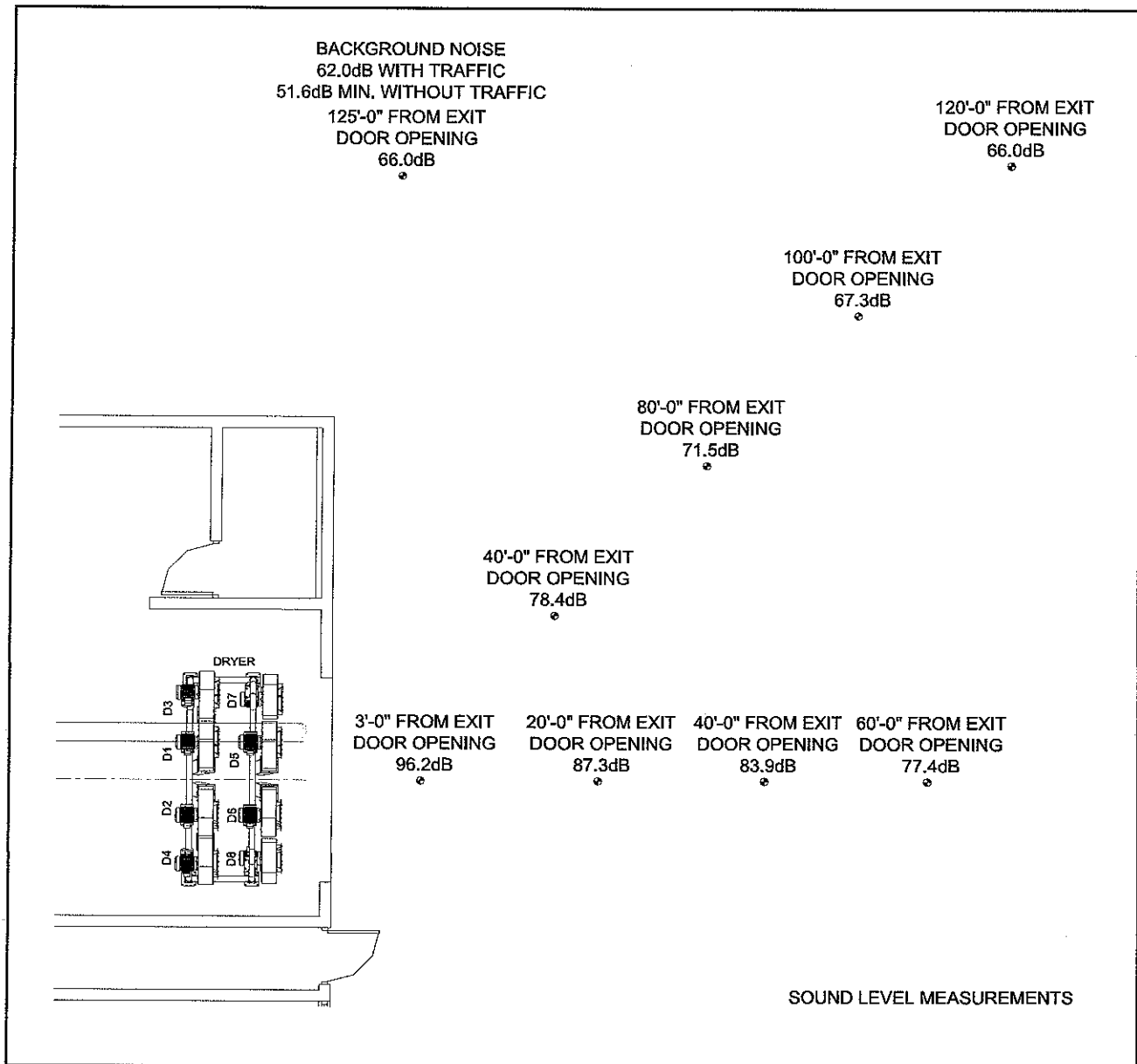
Can The Building Be Used In Cold Weather Climates?

Yes, we have designed the building to be offered with radiant floor heat in both the bay(s) and the equipment room. The bay(s) will be plumbed with the radiant tubing. Once the building is set in the field, the excess tubing is run into the equipment room through a chase-way and landed on the supply and return manifolds of the boiler system. We supply all material for the entrance and exit slabs so your general contractor can complete the hook-ups in the field.





The information below tabulates the noise level (decibels) measured at the exit end of a wash for eight 15 hp dryers.





SOUND LEVEL METER READINGS

MODEL: FT-DD-T340HP4 (40hp VACSTAR TURBINE VACUUM PRODUCER WITH EXHAUST SILENCER)

READING ONE: 73 DB-A, 3 FEET FROM TURBINE @ 45° ANGLE
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING TWO: 69 DB-A, 10 FEET FROM TURBINE @ 45° ANGLE
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING THREE: 54 DB-A, 20 FEET FROM TURBINE @ 45° ANGLE
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING FOUR: 38 DB-A, 30 FEET FROM TURBINE @ 45° ANGLE
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

NOTE: THESE READINGS WERE TAKEN OUTSIDE IN THE OPEN ON A CONCRETE SLAB
With exhaust silencer.

SOUND LEVEL METER USED:

SIMPSON MODEL #40003 – MSHA APPROVED.
MEETS OSHA & WALSH-HEALY REQUIREMENTS FOR NOISE CONTROL.
CONFORMS TO ANSI S1.4-1983, IEC 651 SPECS FOR METER TYPE.

Vacutech
1350 Hi-Tech Drive, Sheridan WY, 82801
PHONE: (800) 917-9444 FAX: (303) 675-1988
EMAIL: info@vacutechllc
WEB SITE: vacutechllc.com



SOUND LEVEL METER READINGS

MODEL: FT-DD-T215HP4 (15 HP DIRECT DRIVE TURBINE VACUUM PRODUCER WITH EXHAUST SILENCER)

READING ONE: 66 DBA, 3 FEET FROM CORNER OF TURBINE @ 45° ANGLE.
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING TWO: 60DBA, 5 FEET CORNER OF TURBINE @ 45° ANGLE.
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING THREE: 54 DBA, 10 FEET FROM CORNER OF TURBINE @ 45° ANGLE.
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

READING FOUR: 41 DBA, 25 FEET FROM CORNER OF TURBINE @ 45° ANGLE.
AND NO BACKGROUND NOISE OR OUTSIDE INTERFERENCE.

"Readings were taken inside building on concrete slab with exhaust silencer in open with no enclosure.

SOUND LEVEL METER USED:

SIMPSON MODEL #40003 – MSHA APPROVED.
MEETS OSHA & WALSH-HEALY REQUIREMENTS FOR NOISE CONTROL.
CONFORMS TO ANSI S1.4-1983, IEC 651 SPECS FOR METER TYPE.

Vacutech
1350 Hi-Tech Drive, Sheridan WY, 82801

Item # 4

APPLICANT FOR REZONING ACTION CAMPAIGN DISCLOSURE REPORT

Pursuant to O.C.G.A. 36-67A-3 any and all applicants to a rezoning action must make the following disclosures:

Date of Application: 10/4/15

Date Two Years Prior to Application: 10/4/13

Date Five Years Prior to Application: 10/4/10

1. Has the applicant within the five (5) years preceding the filing of the rezoning action made campaign contributions aggregating \$250.00 or more to any of the following:

	YES	NO
Mayor Matt Santini	_____	<u>X</u>
Council Member	_____	
Kari Hodge	_____	<u>X</u>
Lindsey McDaniel, Jr.	_____	<u>X</u>
Lori Pruitt	_____	<u>X</u>
Jayce Stepp	_____	<u>X</u>
Dianne Tate	_____	<u>X</u>
Louis Tonsmeire, Sr.	_____	<u>X</u>
Planning Commission		
Sandra Cline	_____	<u>X</u>
Harrison Dean	_____	<u>X</u>
Ralph Miller, Jr.	_____	<u>X</u>
Lamar Pendley	_____	<u>X</u>
Lamar Pinson	_____	<u>X</u>
Travis Popham	_____	<u>X</u>
Steven Smith	_____	<u>X</u>

2. If the answer to any of the above is Yes, please indicate below to whom, the dollar amount, date, and description of each campaign contribution, during the past five (5) years.

N/A

Andy Womack 10/4/15
Signature Date

Andy Womack
Print Name



City of Cartersville

PLANNING AND DEVELOPMENT

P.O. Box 1390 • 10 North Public Square • Cartersville, Georgia 30120

Telephone: 770-387-5600 • Fax: 770-387-5605 • www.cityofcartersville.org

File # **Z15-06**

DISCLOSURE OF INTERESTS BY LOCAL OFFICIAL

(To be completed by Mayor, City Council, and Planning Commission)

Andy Womack has made a rezoning request on the following property: Approximately 0.68 acres located at 802 West Ave in the 4th District, 3rd Section, Land Lot 558 from O-C (Office Commercial) to G-C (General Commercial).

Pursuant to O.C.G.A § 36-67A-2 any local government official considering a rezoning request must disclose if he has any of the following interest:

1. A Property interest in any real property affected by a rezoning request.
Yes _____ No _____ If the answer is Yes, please disclose the nature and extent of such interest.
2. A financial interest in any business entity which has a property interest in any real property affected by a rezoning action.
Yes _____ No _____
If the answer is Yes, please disclose the nature and extent of such interest.
3. A spouse, mother, father, brother, sister, son, or daughter with either of the above interests.
Yes _____ No _____ If the answer is Yes, please disclose the nature and extent of such interest.

TITLE: _____

DATE: _____



City of Cartersville

**City Council Meeting
11/5/2015 7:00:00 PM
Amendment to Budget Ordinance for Fiscal Year 2014-15**

SubCategory:	First Reading of Ordinances
Department Name:	Finance
Department Summary Recommendation:	After completion of the Fiscal Year 2014-15 close, the General Fund and the Special Revenue Fund budget need to be amended. The process of amending these budgets is done annually after the year-end close and will bring the city General Fund and Special Revenue funds back into compliance with Generally Accepted Accounting Principles (GAAP) standards. These adjustments reflect the necessary changes needed to bring the budgets back into balance where the revenues equal expenditures for the fiscal year. I recommend your approval of the attached ordinance amendment.
City Manager's Remarks:	This is a budget neutral item that cleans up the numbers for the year end close. Your approval of it is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Ordinance
of the
City of Cartersville, Georgia

Ordinance No.

NOW BE IT HEREBY ORDAINED by the Mayor and City Council that
pursuant to the City of Cartersville Charter; the City of Cartersville Fiscal Year
2014 - 2015 budget.

2014 - 2015 Budget Summary

<u>General Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
Revenues	\$39,589,590	
Expenditures:		
Legislative		\$18,998,790
Administration		\$ 932,505
Finance Dept.		\$ 1,130,100
Customer Service Dept.		\$ 647,630
Police		\$ 5,058,275
Fire		\$ 6,225,725
Municipal Court		\$ 218,735
Public Works		\$ 2,574,400
Recreation		\$ 2,864,830
Planning & Development		\$ 783,095
Downtown Development Authority		\$ 155,505
 <u>Special Revenue Funds</u>		
SPLOST – 2003	\$ 360,490	\$ 360,490
SPLOST – 2014	\$ 3,038,250	\$ 3,038,250
DEA	\$ 1,150,460	\$ 1,150,460
State Forfeiture	\$ 3,000	\$ 3,000
Hotel/Motel Tax	\$ 552,340	\$ 552,340
Motor Vehicle Rental Tax	\$ 61,085	\$ 61,085
Grant Funds	\$ 0	\$ 0
Impact Fees	\$ 0	\$ 0
Business Improve Dist Tax	\$ 29,335	\$ 29,335
Development Fees	\$ 13,075	\$ 13,075
GO Park Bond Cons Series 2014	\$ 153,500	\$ 153,500
Supplemental Disaster Rec Grant	\$ 17,390	\$ 17,390
Cartersville Building Authority	\$ 1,226,890	\$ 1,226,890

Enterprise Funds

Fiber Optics	\$ 1,839,960	\$ 1,839,960
Electric	\$49,027,080	\$49,027,080
Gas	\$26,770,995	\$26,770,995
Solid Waste	\$ 2,448,375	\$ 2,448,375
Stormwater	\$ 1,645,065	\$ 1,645,065
Water & Sewer	\$15,373,335	\$11,010,755
Water Pollution Control Plant		\$ 2,159,160
Water Treatment Plant		\$ 2,203,420

Internal Service Fund

Garage	\$ 1,600,885	\$ 1,600,885
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BE IT AND IT IS HEREBY ORDAINED.

ADOPTED, this 5th day of June 2014. First Reading.

ADOPTED this day of June 2013. Second Reading.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Connie Keeling
City Clerk



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Revision to Gas Ordinances

SubCategory:	First Reading of Ordinances
Department Name:	Gas Department
Department Summary Recommendation:	This revision eliminates a conflict between ordinances. I recommend council approval of this revision.
City Manager's Remarks:	This is a housekeeping item that is recommended for your approval.
Financial/Budget Certification:	N/A
Legal:	This revision was drafted by the City Attorney's office.
Associated Information:	N/A

Ordinance no. _____

NOW BE IT AND IT IS HEREBY ORDAINED by the Mayor and City Council of the City of Cartersville, that the Code of Ordinances, City of Cartersville, Georgia **CHAPTER 24. ARTICLE IX. GAS SYSTEM. DIVISION 4. NATURAL GAS TERMS OF SERVICE. Section 24-231 – Generally paragraph (j)(2)** is hereby deleted in its entirety and replaced as follows:

1.

2) Tampering fees. Gas service cut off by the city for non-payment that the customer has turned back on illegally will be reinstated upon payment of the bill, late charge, reconnection fee and a tampering fee.

Meters that had to be removed due to repeated tampering by the customer will be subject to a reinstallation charge.

Meters that are damaged or broken by customer tampering will be repaired or replaced at the customer's expense. Cost may include labor and equipment charges.

Tampering fee and Reinstallation fee shall be as indicated in Section 24-21.

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____
CONNIE KEELING, CITY CLERK



City of Cartersville

**City Council Meeting
11/5/2015 7:00:00 PM
Erosion and Sediment Control Ordinance Change**

SubCategory:	First Reading of Ordinances
Department Name:	Public Works
Department Summary Recommendation:	In our approved Stormwater Management Plan approved by the Georgia EPD, we are required to update our ordinance to ensure that construction waste language is included in our Erosion Sediment Control Ordinance or our Litter Ordinance by December 31, 2015. The requested ordinance change will add the statement that "construction site operators shall control waste at the construction site, such as discarded building materials, concrete truck washout, chemicals, litter and sanitary waste" to our exiting Soil Erosion and Sediment Control Ordinance. This ordinance modification has been reviewed by our city attorney.
City Manager's Remarks:	This is another in a long list of mandates from the state. Your approval of it is needed.
Financial/Budget Certification:	
Legal:	
Associated Information:	



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Amendment to Capacity Fee Ordinance

SubCategory:	First Reading of Ordinances
Department Name:	Water
Department Summary Recommendation:	On 10/16/2014 Council approved a second reading of an amendment to the capacity fee ordinance (text attached). That amendment clarified how capacity fees are calculated for multi-unit structures such as assisted living facilities, nursing homes and hospitals. During adoption of the FY15_16 Budget this language was omitted from Sec. 24-64(d)-“Other Provisions” (2) which removed the language that was adopted on 10/16/2014. It is therefore necessary to approve the language again so as to return it to the ordinance for its originally intended purpose. The error was caught during a review of Municode updates.
City Manager's Remarks:	This corrects a previous error in language. Its a house keeping item that doesn't change anything in practice. Your approval of this item is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Ordinance No. _

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES. CHAPTER 24. Utilities. Article IV. Water Service 24-64. Water and Sewage Utility Rates (d) Other Provisions is hereby amended by deleting Section 24-64 (d) Other Provisions only in its entirety and replacing it with the following:

1. OTHER PROVISIONS

1. Apartments and hotels per unit calculations.

All hotel and apartment units with refrigerator and stove are to be calculated as a single (1) unit ($\frac{3}{4}$ " water meter equivalent) for capacity fees.

All hotel and apartment units without refrigerator and stove are to be calculated as one-half unit ($\frac{3}{4}$ " water meter equivalent) for capacity fees. The following, if part of an apartment or hotel and served by a single meter are to be considered a separate unit for capacity fees. The capacity fee will be calculated as a single (1) unit based on meter size. If the following are served by a master meter, they are considered to be a separate unit to be calculated as a single (1) unit ($\frac{3}{4}$ " water meter equivalent):

- (a) Restaurant;
- (b) Lounge;
- (c) Car wash;
- (d) Lobby;
- (e) Full kitchen (not part of restaurant).
- (f) Linen Laundry
- (g) Guest Laundry
- (h) Swimming Pool

2. Assisted Living Facility, Nursing Home and Hospital per unit calculations:

All resident/patient rooms with refrigerator and stove are to be calculated as a single (1) unit ($\frac{3}{4}$ " water meter equivalent) for capacity fees.

All patient rooms without refrigerator and stove are to be calculated as one-half unit ($\frac{3}{4}$ " water meter equivalent) for capacity fees. The following, if part of a nursing home, assisted living facility or hospital and served by a single meter are to be considered a separate unit for capacity fees. The capacity fee will be calculated as a single (1) unit based on meter size. If the following are served by a master meter, they are considered to be a separate unit to be calculated as a single (1) unit ($\frac{3}{4}$ " water meter equivalent):

- (a) Restaurant;
- (b) Lounge;
- (c) Car wash;
- (d) Lobby/Waiting Room;
- (e) Full kitchen (not part of restaurant).

- (f) Linen Laundry
- (g) Guest Laundry
- (h) Swimming Pool

2.

The remaining provisions of Section 24-64(d) shall remain in full force and effect and are to remain as is.

3.

It is the intention of the City Council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and the sections of this ordinance may be renumbered to accomplish such intention.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____

SECOND READING: _____

MATTHEW J. SANTINI, MAYOR

ATTEST: _____

CONNIE KEELING, CITY CLERK



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
GEFA IIb Technical Assistance Grant

SubCategory:	Grant Application/Acceptance
Department Name:	Water Department
Department Summary Recommendation:	In August 2015, the Water Department applied for a GEFA IIb Technical Assistance Grant that is funded from the federal Drinking Water State Revolving Fund program. We were recently approved for the grant which requires no local match (cash or in-kind). The grant will fund the testing and calibration of both finished water meters at the water treatment plant. Based on recent water audit and data validity scores, this area was identified as “critical” and thus qualified for the grant. The value of the work to be performed is approximately \$7,000.00. I recommend approval of the grant per the attached agreement.
City Manager's Remarks:	This is a grant for the water department which requires no local match. Your acceptance of the grant is recommended.
Financial/Budget Certification:	We were recently approved for the grant which requires no local match (cash or in-kind).
Legal:	
Associated Information:	



Nathan Deal
Governor

GEORGIA ENVIRONMENTAL FINANCE AUTHORITY

Kevin Clark
Executive Director

October 14, 2015

Mr. Bob Jones
Director
City of Cartersville
PO Box 1390
Cartersville, GA 30120

RE: Phase IIb Water Loss Technical Assistance Award and Terms and Conditions

Dear Mr. Jones:

The Georgia Environmental Finance Authority (GEFA) would like to thank you for submitting an application for water loss technical assistance. Your on-time submission of the 2014 water loss audit to the Georgia Environmental Protection Division (EPD) and your application for water loss technical assistance to GEFA have made your utility eligible to receive free technical assistance under this program. GEFA has reviewed all of the applications received for assistance. Your utility has been selected to receive the technical assistance described in the attached scope of work.

GEFA, EPD and GEFA's Program Technical Manager (PTM), Cavanaugh & Associates, have reviewed proposals from several contractors with the ability to provide this assistance to your utility. Water Systems Optimization, Inc. (WSO) has been selected to provide this free assistance to your utility. The PTM will work with Water Systems Optimization, Inc. (WSO) and your utility's representative to facilitate the completion of this work at your location. In an effort to clarify expectations, GEFA has listed specific responsibilities of your utility and GEFA in the Terms and Conditions section of this letter. It is important that your utility understands these responsibilities in order to facilitate a successful project. As a condition of providing this assistance, GEFA requires the appropriate representative of your utility sign this agreement and return it to GEFA **within two weeks of the date of this letter**. GEFA is currently finalizing the contract with Water Systems Optimization, Inc. (WSO) and a representative will be contacting you soon to coordinate.

GEFA would like to thank you for your participation in this program and we hope that this technical assistance will lead to a reduction in water loss, an improved water loss audit validity score in the 2014 water loss audit process and potentially the development of new capital improvement projects that will further reduce your water loss and save you money.

Sincerely,

Jason Bodwell
Senior Program Manager

cc: Mr. Will Jernigan, Cavanaugh & Associates

Item # 9

Water Loss Abatement Technical Assistance - Terms and Conditions

GEFA Responsibilities

- GEFA, in conjunction with the PTM, will negotiate with the contractor to facilitate the most competitive pricing for the work to be performed.
- GEFA, in conjunction with the PTM, will facilitate the deployment of the selected contractor to the utility's location to complete the technical assistance outlined in the attached scope of work.
- The PTM will review all deliverables submitted by the contractor in order to verify the work is complete and was performed according to the attached scope of work.
- GEFA will reimburse the contractor for all eligible costs outlined in the attached scope of work provided all contractor invoices are submitted to and approved by the PTM.
- All deliverables produced by the contractor will be provided to the utility once all reports have been reviewed for completion and used for invoice approval.
- GEFA will not reimburse for work that is completed outside of the attached scope of work.
- GEFA shall guarantee that the contractor has appropriate general liability, automobile liability and workers compensation insurance.
- GEFA's commitment to provide these services is contingent upon the execution of the contract with Water Systems Optimization, Inc. (WSO) and the availability of funding.
- GEFA will reimburse the utility for all eligible costs associated with the creation of a new access point for testing, including tap, corps to and access manhole/vault up to \$3,500.

Utility Responsibilities

- The utility shall assist the PTM and the contractor in facilitating the work to be performed, including, but not limited to:
 - Allowing the contractor access to finished water meters for the purpose of finished water meter testing. In many instances, finished water meters may be located on utility property and the contractor will require access behind locked gates, doors and on to private property.
- The utility shall not direct, request or indicate that the contractor complete any work in addition to the work outlined in the attached scope of work. The attached scope of work represents the full and complete scope of work of the contractor and additional work will not be reimbursed by GEFA or the PTM under this program.
- Additional work in addition to the attached scope may be requested of the contractor, but all costs of additional work will be borne by the utility and any additional work shall not hinder, delay or interfere with the timely completion of the work as contained in the attached scope of work. In no instance can the additional work be guaranteed at the stated unit prices provided under this GEFA program.
- If additional work is desired, a separate contract between the utility and the contractor will be required. All additional work must follow the appropriate state and local bidding procedures.
- Upon successful completion of the work, deliver to the PTM a fully executed "Acceptance of Work" form (see attached)
- If the finished water meter flow verification requires the facilitation of a new access point for testing, including tap, corp stop and access manhole/vault, the utility will be required to create said access

point for the completion of the testing. The contractor will advise the utility regarding the location and nature of the new access point required. All costs associated with the creation of this access point will be provided through this water loss technical assistance abatement program by GEFA up to \$3,500. The utility should contact the PTM prior to the creation of the access point to request guidance on reimbursement.

Scope of Work - General

Finished Water Meter (FWM) Flow Verification

The Contractor shall:

- Furnish all labor, materials, transportation, tools and any supplies or other costs necessary to perform testing on finished water meters.
- Finished water meter (FWM) sizes will be varied (typically less than 36 inches)
- Evaluate site conditions to determine test methods
 - Evaluate recommended test location by PTM including, but not limited to:
 - Minimum straight length of pipe upstream and downstream from flow disturbances
 - Access to the FWM and/or water supply pipe
 - Availability of test ports
 - If the recommended test location is deemed unreliable, provide recommendation for alternate location and required improvements (e.g. test port installation, vault or manhole access)
 - Upon PTM approval of recommended alternate test location, Contractor shall advise the Utility on improvements necessary to utilize the alternate test location, including but not limited to:
 - Test port installation
 - Access vault or manhole installation
 - If no suitable test location to setup a comparison meter is feasible, recommend alternate test methods, such as positive displacement (e.g. procedures for draw-down test)
- Review historical operating data (minimum one year)
 - Determine appropriate test flow rate(s)
 - Observe flow patterns
 - Other conditions relevant to the test (constant speed pump vs. variable speed, age of meters, etc.)
- Acceptable test methods ranked by preference and subject to approval of PTM
 1. Inline using flow test port, and mobile equipment
 - Follow the AWWA M6 procedures (Chapter 5)
 2. In-situ comparison with temporary redundant metering
 - Ultrasonic flow meter, following manufacturer procedures and standards
 - Insertion flow meter, following applicable ISO standards
 - Comparison to positive displacement testing (e.g. draw-down testing) if conditions allow an acceptable level of precision
 3. Meter removal and testing on a bench (AWWA M6)
- Provide a description and performance specifications of any test equipment to be used such for the tests, including the level of accuracy, for PTM approval
- Comparative data shall recorded in a similar manner to the FWM (units of measurement and time interval)
 - Volume based FWM (e.g. turbine meter with mechanical register), recorded manually or to database
 - Flow rate based FWM (e.g. venturi or mag meters), recorded to database
 - Provide both volumetric (totalizer) and flow rate results for test flow meters
- The contractor shall make provisions for quality control and quality assurance of the test results
 - Follow standard test procedures, relative to the testing environment and measurement conditions, using applicable standards, such as the manufacturer recommendations, ISO 3966, ISO 3354, ISO 7194, AWWA M6, and/or industry standard practices, including but limited to:

- For test flow meters, provide the minimum straight length of pipe from flow disturbances upstream and downstream
 - For velocity-area flow measurements, verify cross-sectional area of the pipe using a gauge to measure the internal diameter of the pipe or outside diameter and the pipe wall thickness
 - For ultrasonic flow meters, verify the signal strength, signal quality, and sound speed
 - For insertion flow meters, verify a fully developed, uniform flow profile exists by performing a velocity profile
 - Provide diagnostic data to the PTM for validation of the test location
- If the quality of the data cannot be validated, re-evaluate the site conditions for an alternate test location, site improvements, or test method
- Schedule, duration, and water supply of the FWM test shall meet the following conditions:
 - Representative of the full flow range for complete normal operating cycle (e.g. minimum of 24 hours high-service pump directly to distribution system or 2 hours for well supply from constant speed pump storage tank)
 - In no case shall the test duration be less than 2 hours
 - Final results of FWM comparative tests shall be sufficient to provide a reasonable level of certainty as approved by the PTM
- Perform simultaneous measurements using more than one test method, wherever possible
- Schedule the meter test with the water utility during normal working hours; Exceptions to testing times will be made on a case-by-case basis, at no additional compensation to the Contractor,
- Keep the service disruption to a minimum
- Coordinate all testing activities with the designated contact in each water system
- Provide a 72-hour notice of intent to test meters that may require after hours or night time work so the water system can plan for the area to be accessed and provide notification to other appropriate departments or utilities as to the activity that will take place
- Provide performance bond and certificate of insurance as identified in the Contract
- Provide all necessary EPA and OSHA safety equipment including, but not limited to, confined space entry tripod, winch, fall protection and gas detector
- Deliverables shall include:
 - Report test results, including percentage difference and graphical results
 - Provide recommendations for future testing, including repairs or improvements
 - Provide certificates of accuracy for each of the test meters employed (NIST traceable calibration certificate within the last 12 months)
 - Excel database of all test data, calculations, and results

Performance specifications

- Acceptable test methods ranked by preference and subject to PTM approval:
 1. In-line using flow test port and mobile equipment:
 - Follow the American Water Works Association (AWWA) M6 procedures (Chapter 5).
 2. In-situ comparison with temporary redundant metering:
 - Ultrasonic flow meter following manufacturer procedures and standards;
 - Insertion flow meter following applicable ISO standards;
 - Comparison to positive displacement testing (e.g. draw-down testing), if conditions allow an acceptable level of precision;

3. Meter removal and testing on a bench (AWWA M6)

- Comparative data shall be recorded in a similar manner to the FWM (units of measurement and time interval):
 - Volume based FWM (e.g. turbine meter with mechanical register) recorded manually or to database;
 - Flow rate based FWM (e.g. venturi or mag meters) recorded to database;
 - Provide both volumetric (totalizer) and flow rate results for test flow meters.
- Follow standard test procedures, relative to the testing environment and measurement conditions, using applicable standards, such as the manufacturer recommendations, ISO 3966, ISO 3354, ISO 7194, AWWA M6, and/or industry standard practices, including but limited to:
 - For test flow meters, provide the minimum straight length of pipe from flow disturbances upstream and downstream;
 - For velocity-area flow measurements, verify cross-sectional area of the pipe using a gauge to measure the internal diameter of the pipe or outside diameter and the pipe wall thickness;
 - For ultrasonic flow meters, verify the signal strength, signal quality, and sound speed;
 - For insertion flow meters, verify a fully developed, uniform flow profile exists by performing a velocity profile;
 - Provide diagnostic data to the PTM for validation of the test location.
- Schedule, duration, and water supply of the FWM test shall meet the following conditions:
 - Representative of the full flow range for complete normal operating cycle (e.g. minimum of 24 hours high-service pump directly to distribution system or two hours for well supply from constant speed pump storage tank);
 - In no case shall the test duration be less than two hours;
 - Final results of FWM comparative tests shall be sufficient to provide a reasonable level of certainty as approved by the PTM.
- If the quality of the data cannot be validated, re-evaluate the site conditions for an alternate test location, site improvements, or test method.

Equipment specifications:

- All necessary EPA and OSHA safety equipment including, but not limited to, confined space entry tripod, winch, fall protection and gas detector.
- Provide for approval a description and performance specifications of any test equipment to be used for the tests, including the level of accuracy;

Assumptions:

- Finished water meter sizes will be varied (typically less than 36-inches)

Scope of Work – Cartersville**Finished Water Meter (FWM) Flow Verification**

Cartersville	
Finished Water Meter Flow Verification	Meters
	2

Water Systems Optimization, Inc. (WSO) Point-of-Contact

Paul Johnson
Water Systems Optimization, Inc. (WSO)
1410 Donelson Pike, Suite A-1
Nashville, Tennessee 37217
615-457-3790
paul.johnson@wso.com

Cavanaugh & Associates Point-of-Contact

Will Jernigan, P.E.
Project Technical Manager
Cavanaugh & Associates, P.A.
37 Montford Ave, Suite 201
Asheville, NC 28801
will.jernigan@cavanaughhsolutions.com
(877) 557-8925

Please return this document as your acceptance of the award and its terms and conditions.

The undersigned accepts this award along with its terms and conditions and certifies he/she is an authorized representative of the utility.

Signature: _____

Print Name: _____

Utility Name: _____

Title: _____

Date: _____

Acceptance of Work

The undersigned accepts the technical assistance that was provided by Water Systems Optimization, Inc. (WSO) and funded through the Water Loss Technical Assistance Abatement Program offered by the Georgia Environmental Finance Authority (GEFA). By signing this "Acceptance of Work" form, the undersigned certifies that that the technical assistance was satisfactorily provided and releases GEFA from any liability associated with this technical assistance.

Signature: _____

Print Name: _____

Utility Name: _____

Title: _____

Date: _____



City of Cartersville

City Council Meeting

11/5/2015 7:00:00 PM

Public Hearing for Capital Improvements Element Annual Update regarding Impact Fees and Corresponding Transmittal Resolution if approved

SubCategory:	Resolutions
Department Name:	
Department Summary Recommendation:	As you are aware, Cartersville adopted Impact Fees in the last quarter of 2006. Said fees became effective starting in January of 2007. In accordance with the Development Impact Fee Regulations as outlined by the State, we are required to file an annual update to the Capital Improvements Element (CIE) of the Comprehensive Plan. The update gives the impact fee receipts and expenditures for fiscal year 2015 (July 1, 2014 through June 30, 2015). We are required to hold a public hearing regarding the update and forward it with a transmittal resolution to the Northwest Georgia Regional Commission (RC) and the Department of Community Affairs (DCA). After review from the RC and DCA, the document then needs to be adopted by the Council, and a copy sent to the RC (just like the Comp Plan process). At this time, the document is in "Draft" form and the final version will be distributed for review and comment prior to adoption. RECOMMENDATION: Staff recommends that Council approve this resolution to allow us to forward the update to the RC and DCA for their review.
City Manager's Remarks:	Your approval of this to forward it to the RDC and DCA is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Resolution No.

**TRANSMITTAL RESOLUTION OF THE MAYOR AND CITY COUNCIL OF
THE CITY OF CARTERSVILLE, GEORGIA.**

Capital Improvements Element

WHEREAS, The City of Cartersville adopted a Capital Improvements Element as an amendment to the *Cartersville Comprehensive Plan*; and

WHEREAS, The City of Cartersville has prepared an Annual Update to the adopted Capital Improvements Element; and

WHEREAS, the Capital Improvements Element Annual Update was prepared in accordance with the “Development Impact Fee Compliance Requirements” and the “Minimum Planning Standards and Procedures for Local Comprehensive Planning” adopted by the Board of Community Affairs pursuant to the Georgia Planning Act of 1989, and a duly advertised Public Hearing was held on November 5, 2015, at 7:00 P.M. in the City Council meeting room at Cartersville City Hall;

BE IT THEREFORE RESOLVED, that the City Council of the City of Cartersville does hereby submit the draft Capital Improvements Element Annual Update to the Northwest Georgia Regional Commission for Regional and State review, as per the requirements of the Development Impact Fee Compliance Requirements.

ADOPTED this the day of .

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Connie Keeling
City Clerk

DRAFT

Capital Improvements Element 2016 Annual Update:

Financial Report & Short Term Work Program

City of Cartersville, GA
AS ADOPTED //2016

This Capital Improvements Element Annual Update has been prepared based on the rules and regulations pertaining to impact fees in Georgia, as specified by the Development Impact Fee Act (DIFA) and the Department of Community Affairs (DCA) documents Development Impact Fee Compliance Requirements and Standards and Procedures for Local Comprehensive Planning. These three documents dictate the essential elements of an Annual Update, specifically the inclusion of a financial report and a schedule of improvements.

According to the Compliance Requirements, the Annual Update:

“must include: 1) the Annual Report on impact fees required under O.C.G.A. 36-71-8; and 2) a new fifth year schedule of improvements, and any changes to or revisions of previously listed CIE projects, including alterations in project costs, proposed changes in funding sources, construction schedules, or project scope.” (Chapter 110-12-2-.03(2)(c))

This Annual Update itself is based on the Cartersville Capital Improvements Element, as adopted by the City in October, 2006.

Financial Report

The Financial Report included in this document is based on the requirements of DIFA, specifically:

“As part of its annual audit process, a municipality or county shall prepare an annual report describing the amount of any development impact fees collected, encumbered, and used during the preceding year by category of public facility and service area.” (O.C.G.A. 36-71-8(d)(1))

The required financial information for each public facility category appears in the main financial table (page 3); service area designations appear in the project tables that follow (pages 4 through 6).

The City’s fiscal year runs from July 1 to June 30.

Schedule of Improvements

In addition to the financial report, the City has prepared a five-year schedule of improvements—a short term work program (STWP)—as specified in the Compliance

Requirements (Chapter 110-12-2-.03(2)(c)), which states that local governments that have a CIE must “update their entire Short Term Work Programs annually.”¹

According to DCA’s requirements,² the STWP must include:

- A brief description of the activity;
- Timeframe for undertaking the activity;
- Responsible party for implementing the activity;
- Estimated cost (if any) of implementing the activity; and,
- Funding source(s), if applicable.

All of this information appears in the Short Term Work Program portion of this document, beginning on page 7.

¹ Note that the Compliance Requirements specify that the short term work program is to meet the requirements of Chapter 110-12-1-.04(7)(a), which is a reference to the STWP requirements in a previous version of the Standards and Procedures for Local Comprehensive Planning. The correct current description of a STWP is found at Chapter 110-12-1-.05(2)(c)(i).

² Chapter 110-12-1-.05(2)(c)(i).

IMPACT FEES FINANCIAL REPORT – CITY OF CARTERSVILLE, GA **Fiscal Year 2014**

Cartersville, GA	Annual Impact Fee Financial Report - Fiscal Year 2015							
Public Facility	Libraries	Fire Protection	Police	Parks & Recreation	Roads	Administration	CIE Prep (recoupment)	TOTAL
Impact Fee Fund Balance June 30, 2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fees Collected (July 1, 2012 through June 30, 2014)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal: Fee Accounts	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>
Interest Income July 1, 2012 through June 30, 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Impact Fee Refunds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Expenditures)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fee Fund Balance June 30, 2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Impact Fees Encumbered	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$0.00

Public Facility:		Library						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Collection Materials	2007	2007	\$117,492.02	97.4%	\$114,429.35	\$0.00	\$0.00	Delayed from 2007
Collection Materials	2008	2008	\$69,321.54	97.4%	\$67,516.99	\$0.00	\$0.00	
Collection Materials	2009	2009	\$71,527.08	97.4%	\$69,664.32	\$0.00	\$0.00	
Collection Materials	2010	2010	\$73,485.48	97.4%	\$71,564.73	\$24,640.16	\$0.00	
Collection Materials	2011	2011	\$76,177.57	97.4%	\$74,198.35	\$0.00	\$0.00	
Collection Materials	2012	2012	\$78,377.17	97.4%	\$76,339.89	\$29,393.45		
Collection Materials	2013	2013	\$80,819.77	97.4%	\$78,724.32	\$0.00		
Collection Materials	2014	2014	\$83,780.63	97.4%	\$81,597.59	\$0.00		
Collection Materials	2015	2015	\$85,728.23	97.4%	\$83,487.48	\$0.00		
Collection Materials	2016	2016	\$89,175.01	97.4%	\$86,846.43	\$0.00		
Collection Materials	2017	2017	\$91,608.34	97.4%	\$89,221.83	\$0.00		
Collection Materials	2018	2018	\$94,529.75	97.4%	\$92,085.01	\$0.00		
Collection Materials	2019	2019	\$97,723.71	97.4%	\$95,191.53	\$0.00		
Collection Materials	2020	2020	\$100,669.73	97.4%	\$98,050.34	\$0.00		
Collection Materials	2021	2021	\$104,103.45	97.4%	\$101,396.58	\$0.00		
Collection Materials	2022	2022	\$106,768.72	97.4%	\$104,004.08	\$0.00		
			\$1,421,288.21		\$1,384,318.81	\$54,033.61	\$0.00	

Public Facility:		Fire Protection						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
New Station 4 (7,000 sf)	2007	2008	\$1,120,000.00	97.3%	\$1,089,585.42	\$0.00	n/a	To be paid by Carter Grove through agreement
Station 1 Relocation (15,000 sf)	2010	2011	\$2,625,000.00	3.3%	\$87,500.00	\$117,475.74	\$0.00	
Station 3 Relocation (7,000 sf)	2015	2016	\$1,225,000.00	14.3%	\$175,000.00	\$0.00		
New Station 5 (7,000 sf)	2021	2022	\$1,365,000.00	100.0%	\$1,365,000.00	\$0.00		
Heavy Vehicle	2007	2007	\$275,000.00	100.0%	\$275,000.00	\$0.00		Delayed from 2007
Heavy Vehicle	2007	2007	\$750,000.00	100.0%	\$750,000.00	\$0.00		Delayed from 2007
Heavy Vehicle	2021	2021	\$275,000.00	100.0%	\$275,000.00	\$0.00		
			\$7,635,000.00		\$4,017,085.42	\$117,475.74	\$0.00	

Public Facility:		Police Department						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Facility Space (8,400 sf)	2018	2019	\$1,470,000.00	99.4%	\$1,460,950.20	\$85,694.34	\$0.00	
			\$1,470,000.00		\$1,460,950.20	\$85,694.34	\$0.00	

Public Facility:		Parks & Recreation						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Future Park A (50 acres)	2012	2012	\$1,500,000.00	100.0%	\$1,500,000.00	\$0.00		
Future Park B (50 acres)	2018	2018	\$1,500,000.00	100.0%	\$1,500,000.00	\$0.00		
3 Track/Trails	see	remarks	\$690,000.00	96.7%	\$667,000.00	\$49,433.59	\$0.00	start date tba
2 Tennis Courts	see	remarks	\$100,460.06	100.0%	\$100,460.06	\$0.00		start date tba
2 Playgrounds	see	remarks	\$320,000.00	100.0%	\$320,000.00	\$0.00		start date tba
			\$4,110,460.06		\$4,087,460.06	\$49,433.59	\$0.00	

Public Facility:		Road Improvements						
Service Area:		City-wide						
Project Description	Project Start Date	Project End Date	Local Cost of Project	Maximum Percentage of Funding from Impact Fees	Maximum Funding Possible from Impact Fees	Impact Fees Expended	Impact Fees Encumbered	Status/Remarks
Douthit Ferry (widening)	tba	tba	\$750,000.00	100.0%	\$750,000.00	\$31,039.18	n/a	To be paid by Carter Grove through agreement
Terrell Drive (turn lane)	tba	tba	\$166,600.00	50.0%	\$83,300.00	\$0.00	\$0.00	
Center Road (widening)	tba	tba	\$498,225.00	100.0%	\$498,225.00	\$0.00		
			\$1,414,825.00		\$1,331,525.00	\$31,039.18	\$0.00	

2013-2017 SHORT TERM WORK PROGRAM

CITY OF CARTERSVILLE, GA

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Economic Development								
Continue to participate in the BCJDA and BC2JDA, equally with the County, and implement applicable components of the Economic Development Strategy, including: 1. Retain / Expand Existing Industries & Attract New Ones 2. Improve Tax Digest per FTE 3. Develop Industrial Property 4. Implement the Comprehensive Financing & Administrative Plan 5. Support Workforce & Community Development	X	X	X	X	X	n/a	General Fund	Bartow-Cartersville Joint Development Authority (BCJDA), Bartow-Cartersville Second Joint Development Authority (BC2JDA) City Council, Commissioner,
Adopt programs and provide services, particularly education and recreation programs, which assist the Hispanic population in participating more fully in the workforce and as active members of the community.	X	X	X	X	X	n/a	General Fund	City Council
Support collaboration among secondary and post-secondary education partners with each other and with employers, in regard to specialized job training programs and venues.	X	X	X	X	X	n/a	General Fund	BCJDA, Chamber

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Continue to work with the Downtown Development Authority in the redevelopment of properties and attraction of businesses in the downtown. Retail recruitment through Cartersville Electric contracted recruitment services	X	X	X	X	X	n/a	DDA Budget, General Fund	Downtown Development Authority, City Council, Cartersville Electric, BCJDA
Leake Street and S. Museum Dr. improvements: sidewalks, lighting, signage, wrought iron fencing along S. Museum Dr.			X			Unknown	SPLOST, grants	Downtown Development Authority, City Council, Public Works
Covered performance pavilion at Friendship Plaza		X	X			\$140,000	DDA Budget, General Fund, grants, BID funds	Downtown Development Authority, City Council
Market downtown as a destination specialty shops, restaurants and museums to draw people downtown	X	X	X	X	X	variable	DDA Budget, General Fund	Downtown Development Authority, City Council, Cartersville Bartow CVB

Natural and Historic Resources

Consider tree ordinance to protect specimen trees, conserve the tree canopy, and promote urban forest practices on City owned properties.		X				\$8,500	General Fund	City Council, Planning
Consider applying for Tree City USA designation	X					\$5,000	General Fund	City Council, Planning
Continue to monitor the status of inventoried historic structures and properties located outside of the protected historic districts	X	X	X	X	X	n/a	General Fund	City Council, Planning,
Continue to support the restoration of original historic facades and buildings. Review and consider all available funding resources for historic preservation.	X	X	X	X	X	n/a	Grants, Private development	City Council, Planning

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
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Community Facilities

Develop a 5-Year Capital Improvements Plan, which includes a schedule and budget for new facilities, maintenance and operation expenses, and a replacement plan for aging infrastructure within the City, based on adopted population and employment forecasts, Character Areas and Levels of Service	X	X	X	X	X	n/a	General Fund	City Council
Review and develop a comprehensive Infrastructure-Financing Plan. Ensure that new development pays its fair share of infrastructure costs	X	X	X	X	X	n/a	General Fund	City Council
Develop a 5-year Service District Plan to ensure adequate personnel and maintenance funds are in place for appropriate level of service requirements	X	X				n/a	General Fund	City Council
Require a traffic impact study if the trips generated from a proposed developed will impact the adjacent road system	X	X	X	X	X	n/a	General Fund	Public Works, City Council, Developer (applicant)

Engineering

Develop a long-range comprehensive transportation plan, including adopting a street connectivity ordinance and a pedestrian and bikeway plan.		X	X			\$40,000	MPO	City Council, Engineering, MPO, Planning
Review codes to increase pedestrian safety and accessibility by developing specific roadway types and pedestrian related facilities by Character Area. Require all new road improvements to provide sidewalks and possible bike lanes	X	X	X	X	X	n/a	General Fund	City Council, Engineering, Planning

Public Works

Short Term Work Program

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Retrofit ADA requirements on all sidewalks	X	X	X	X	X	\$20,000/year	General Fund	City Council, Public Works
City-wide road projects - milling and resurfacing	X	X	X	X	X	\$300,000/year	SPLOST	Public Works
Intersection and road safety improvements	X	X	X	X	X	\$55,000/year	SPLOST	Public Works
Airport Instrument Landing System	X	X				\$1,100,000	SPLOST	CMO
Douthit Ferry Rd. improvements – road widening from SR 61/113 to Old Alabama Rd. (4 lane with median)(Engineering Only)	X	X	X	X	X	\$900,000	SPLOST (Const. GDOT & FHWA)	Public Works
Sugar Valley Rd. at Nancy Creek – new bridge - Project on Hold due to lack of funding						\$1,025,000	SPLOST	Public Works
Sugar Valley Rd. at Burnt Hickory Rd. – intersection improvement - Project on Hold due to lack of funding						\$700,000	SPLOST	Public Works
Grassdale Rd. – road improvements from US 41 to SR 293 - Project on Hold due to lack of funding						\$5.9 mill 1.4 mill (City)	SPLOST, County	Public Works
Equipment replacement	X	X	X	X	X	Variable	General Fund	Public Works
Various road resurfacing, sidewalk and shoulder improvements city-wide	X	X	X	X	X	variable	SPLOST	Public Works

Stormwater Division

Short Term Work Program

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
MS4 Compliance	X	X	X	X	X	\$50,000/yr	General Fund, Users Fees	Stormwater Division
Erwin Downs Stormwater Pipes	X					\$375,000	General Fund, Users Fees	Stormwater Division
Railroad Ditch Improvements		X	X			\$500,000	General Fund, Users Fees	Stormwater Division
Old Mill Lake/Park (for stormwater control)			X	X		\$350,000	General Fund, Users Fees	Stormwater Division

Fire Department

Analyze current services and locational aspects of police, fire, libraries and medical services to determine appropriate densities in appropriate locations.	X	X	X	X	X	n/a	General Fund	City Council, Fire and Police Departments
Purchase 2 fire trucks (1 with Jaws of Life)			X			\$1,025,000	100% Impact Fee	Fire Department
Relocation/construction of FD Station #3				X		\$1.5 mill	2014 SPLOST	Fire Department

Police Department

Replace police patrol units – on going	X	X	X	X	X	\$180,000/yr	General Fund	Police Department
Continue Crime Mapping-on going relative to the potential new RMS system	X	X	X	X	X	\$29,000/yr	General Fund	Police Department

Short Term Work Program

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Replace ALL Protective vests - ongoing		X	X	X	X	\$10,000/yr	General Fund	Police Department

Library

Collection Materials	X	X	X	X	X	\$552,438	97% Impact Fees, General Fund	Library
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Parks & Recreation

Purchase northside park land		X				\$1,500,000	100% Impact Fees, SPLOST	Parks and Recreation
Sam Smith Park development	X	X	X	X	X	variable	General Fund	Parks and Recreation
Replace AC Unit at Dellinger Concession #1			X			\$4,500	General Fund	Parks and Recreation
Replace light poles and lighting fixtures (Dellinger Softball Field 1)		X	X			\$90,000	General Fund	Parks and Recreation
Minor renovation of Dellinger Park Pool		X	X			\$75,000	General Fund	Parks and Recreation
Renovation of Dellinger Park office		X	X			\$20,000	General Fund	Parks and Recreation
Component playsystem at Dellinger Park Softball fields				X		\$24,000	70% Impact Fees, General Fund	Parks and Recreation
Trail – Pettit Creek Trail, Phase II				X		\$297,000	Ga. Trail Grant, General Fund	Parks and Recreation

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Trail – Pettit Creek Trail, Phase III					X	\$350,000	Ga. Trail Grant, General Fund	Parks and Recreation
Trail – Leake Mounds / Etowah riverbank	X	X				\$900,000	TE Grant, General Fund	Parks and Recreation
Implement the Parks and Recreation Master Plan	X	X	X	X	X	n/a	Impact Fees, General Fund	Parks and Recreation

School System

Develop a school expansion plan based on adopted forecasts of population which coordinates new facilities and residential permits.	X					n/a	School Board	Cartersville School System
Identify a school site and construction funds for a new primary school to support the Carter Grove development.	X					n/a	School Board	Cartersville School System
Create increased walking, biking and school bus usage in the schools through active promotion and marketing, such as Fridays “walk to school day”, special activities and treats for bus riders, etc. Promote the GA DOT “Human Bus” program;	X	X	X	X	X	n/a	School Board, General Fund	Cartersville School System, Engineering

Electrical Utilities

Require a utility capacity analysis if a proposed development will severely impact adjacent or system-wide capacity	X	X	X	X	X	n/a	General Fund	City Council, Developer (applicant)
Highland 75 Line Phase 3 – construct power line along Highland 75 Parkway (Zion Rd.) to serve new Highland 75 Industrial Park		X				\$500,000	Electric Revenue	Electric Utility

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
South Tie Line Phase 3 – construct power line on Hwy 113 from airport to Browns Farm Road substation					X	\$450,000	Electric Revenue	Electric Utility
Utility relocation for DOT projects	X	X	X	X	X	Variable	Electric Revenue	Electric Utility
Distribution Automation			X		X	\$240,000	Electric Revenue	Electric Utility
New 12kV feeder out of Cartersville Primary Substation on Cassville Rd				X		\$300,000	Electric Revenue	Electric Utility
Various reconductoring projects to upgrade older lines to current standards	X	X	X	X	X	Variable	Electric Revenue	Electric Utility
Center Rd. tie-line to Main Street				X	X	\$350,000	Electric Revenue	Electric Utility
N. Tennessee Street Line Rebuild – Phase 1	X					\$100,000	Electric Revenue	Electric Utility
N. Tennessee Street Line Rebuild – Phase 2		X				\$100,000	Electric Revenue	Electric Utility
N. Tennessee Street Line Rebuild – Phase 3			X			\$100,000	Electric Revenue	Electric Utility
HPS to LED street lighting conversion	X	X	X	X	X	\$20,000/yr	Electric Revenue	Electric Utility
Gas Utilities								
voestalpine Stamptec USA Expansion Phases II & III - Add'l metering & regulating station for process usage	X					\$50,000	Gas Revenue	Gas System

Short Term Work Program

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Cartersville Business Park - 6" HP steel extension	X					\$100,000	Gas Revenue	Gas System
Project Beaulieu - 4" HP steel service line and metering & regulating station	X					\$75,000	Gas Revenue	Gas System
Toyo Tire North America/Zion Road Development Area - 8" HP steel extension, Old Grassdale Road to Pettit Creek	X	X	X	X	X	\$650,000	JDA Funds	Gas System
Rowland Springs Road P.E. Extension - 6" P.E. extension, Dean Road to McCaskey Creek Road	X	X				\$35,00	Gas Revenue	Gas System
Highland 75 – 6" HP steel extensions (internal)	X	X	X	X	X	\$575,000	JDA Funds	Gas System
GDOT Road Relocations	X	X				\$125,000	Gas Revenue	Gas System
District Regulating Station Renewals	X	X	X	X	X	\$125,000	Gas Revenue	Gas System

Water & Sewer Department

Sewer line – 8" line replacement on Etowah Dr. to West Ave.	X					\$2,000,000	General Fund, User Fees	Water & Sewer Department
Sewer line – 30" new line on Tennessee St. to Jones Mill Rd.	X					\$2,000,000	General Fund, User Fees	Water & Sewer Department

Short Term Work Program

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Sewer line – upgrade sewer line and pump station along I-75 to 36" interceptor at Chemical Products	X					\$1,000,000	General Fund, User Fees	Water & Sewer Department
Replace sewer along Petit Creek	X					\$1,850,000	General Fund, User Fees	Water & Sewer Department
Sewer line – 18" line replacement Highway 41 to Pine Vista	X					\$1,000,000	General Fund, User Fees	Water & Sewer Department
Sewer line – 8" upgrade on Jones Mill	X					\$2,000,000	General Fund, User Fees	Water & Sewer Department
Continue loop of City with 36" line from Old Mill to Mission Rd.			X			\$4,000,000	General Fund, User Fees	Water & Sewer Department
Water line – 10" replacement on Cassville Rd. to Cherokee on Erwin Street	X					\$450,000	General Fund, User Fees	Water & Sewer Department
Water meter change out	X	X	X	X	X	\$600,000/year	General Fund, User Fees	Water & Sewer Department
Install sodium hypochlorite at water plant	X					\$525,000	General Fund, User Fees	Water & Sewer Department
Water line – Center Rd to Main Street	X					\$500,000	General Fund, User Fees	Water & Sewer Department
Nutrient removal upgrade at waste water treatment plant	X	X				\$25,000,000	General Fund, User Fees	Water & Sewer Department

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Upgrade Water Treatment Plant to 33 MGD	X					\$10,000,000	General Fund, User Fees	Water & Sewer Department
Consideration of reducing water & sewer capacity fees by 50% for a portion of the current year.	X					n/a	n/a	Council, Water & Sewer Department

Housing

Actively pursue opportunities with the Etowah Area Consolidated Housing Authority as a partner in the creation of affordable housing	X	X	X	X	X	n/a	Housing Authority Budget	Housing Authority
Proactively pursue opportunities for partnerships with non-profit agencies in the creation of affordable housing opportunities	X	X	X	X	X	n/a	General Fund	City Council
Increase code enforcement within targeted neighborhoods of the City	X	X	X	X	X	n/a	General Fund	Planning
Investigate potential programs to assist with maintenance and rehabilitation and make information on these programs available to its residents	X	X	X	X	X	n/a	General Fund	Planning
Work with the Police Department to address crime concerns in selected neighborhoods – on going	X	X	X	X	X	variable	General Fund	Police Dept
Continue to implement the mechanisms in place to foster the development of alternative forms of housing, such as mixed-use zoning, overlay districts, supplemented by the Character Area objectives and design guidelines	X	X	X	X	X	n/a	General Fund	City Council, Planning
Support the initiatives, projects and activities developed through the Georgia Initiative for Community Housing committee.	X	X	X	X	X	n/a	General Fund	City Council

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Identify sites appropriate for senior housing alternatives	X	X				n/a	General Fund	Planning, GIS

Land Use

Update land use and zoning maps	X	X	X	X	X	\$3,000/year	General Fund	Planning, GIS
Review and revise development ordinances to create new districts and adjust existing districts to support the intent and implementation of the Character Areas, and ensure that development regulations are aligned with the guiding principles and policies of the CP	X	X	X	X	X	n/a	General Fund	City Council, Planning
Revise the Future Development Map to accommodate additional mixed-use developments with residential components and areas of higher density residential.			X			\$10,000	General Fund	Planning, GIS
Develop master planning for each Character Area, and specific architectural design standards for Character Areas where appropriate		X	X			\$22,000	General Fund	City Council, Planning
Identify strategies and recommended improvements as outlined in the adopted 2010 Urban Redevelopment Plan for North Towne, North west Industrial and South Industrial areas	X	X	X	X		n/a	General Fund	City Council, Planning
Refine, and create an Overlay District for the Tennessee Street Corridor		X				\$11,000	General Fund	City Council, Planning
Coordinate with the City of Emerson on annexation borders, transportation and utility provision.	X	X	X	X	X	n/a	General Fund	City Council
Review this Plan yearly during the budget/STWP update in terms of actual population, map amendments and actual development	X	X	X	X	X	n/a	General Fund	City Council

Project Description	2016	17	18	19	20	Estimated Cost	Anticipated Funding Source(s)	Responsible Party or Parties
Develop a public art program, and identify streetscape, lighting and associated elements design opportunities throughout the City, for civic facilities, public spaces and into roadway design. Consider adopting regulations to require improvements.	X	X	X	X	X	variable	General Fund	City Council, DDA
Create gateway features to highlight the entrances to special places and a strong identity program for unique historical resources, street signs with neighborhood names, and destination signs pointing to and from points of interest	X	X	X	X	X	variable	General Fund	City Council, DDA
Develop specific streetscape standards in appropriate Character Areas, and require for all new developments and redevelopment, and in the downtown/Main Street area;		X	X			n/a	General Fund	City Council, Planning, Engineering, DDA
Redesign where possible and incorporate the railroad into the overall downtown streetscape and continue "Quiet Zone" efforts.	X	X	X	X	X	n/a	General Fund	Engineering, DDA, Council
Adopt Low Impact Development Ordinance		X				n/a	General Fund	Engineering, Stormwater



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Freeport Exemption

SubCategory:	Resolutions
Department Name:	Administration
Department Summary Recommendation:	The City of Cartersville's freeport exemption is at 80% for certain classes of inventory as allowed by law. As a way to continue to help with Economic Development the attached resolution proposes to increase the freeport tax exemption to 100% beginning in 2016. The Cartersville School Board has approved this increase and I recommend it for your approval. This resolution raises the freeport tax to 100% effective January 1, 2016.
City Manager's Remarks:	Your approval of taking the exemption to 100% is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Resolution No. _____

WHEREAS, on Tuesday, June 17, 2003 pursuant to the provisions of O.C.G.A. §48-5-48.2, a referendum was held in the City of Cartersville, Georgia, known as the Freeport Referendum, regarding the exemption of certain property from ad valorem taxation as described in the aforementioned provisions; and

WHEREAS, the electors of the City of Cartersville, Georgia have approved in said Referendum the exemption of all three classes of inventory described in the aforementioned provisions, namely:

- a. Inventory of goods in the process of manufacture or production which shall include all partly finished goods and raw materials held for direct use or consumption in the ordinary course of the taxpayer's manufacturing or production business in this State.**
- b. Inventory of finished goods manufactured or produce in this State in the ordinary course of the taxpayer's manufacturing or production business when held by the original manufacturer or producer of such finished goods, and**
- c. Inventory of finished goods which, on January 1, are stored in a warehouse, dock, or wharf, whether public or private, and which are destined for a shipment to a final destination outside this State and inventory of finished goods which are shipped into this State from outside this State and store for transshipment to a final destination outside this State.**

WHEREAS, the governing authority of the City of Cartersville, Georgia wishes to implement the exemptions approved by the voters as hereinbefore described.

WHEREAS, the Mayor and City Council have received a Resolution of support from the Cartersville School Board to increase the Freeport exemption by an additional twenty percent (20%).

WHEREAS, by Resolution No. 23-03 dated July 17, 2003, the Mayor and Council resolved that all three classes of inventory described above be hereby exempt from ad valorem taxation at the rate of twenty (20%) percent of the value of said property as defined in O.C.G.A. §48-5-48.2, with said exemptions commencing January 1.

WHEREAS, by Resolution No. 05-12 dated February 15, 2012, the Mayor and Council resolved to increase for all three classes of inventory as described above are to be hereby exempt from ad valorem taxation at the rate of forty (40%) percent of the value of said property as defined in O.C.G.A. §48-5-48.2, with said exemptions commencing January 1, 2013.

WHEREAS, by Resolution No. 07-13 dated February 21, 2013 the Mayor and City Council resolved to increase for all three classes of inventory as described above are to be hereby exempt from ad valorem taxation at the rate of sixty percent (60%) of the value of said property as defined in O.C.G.A. § 48-5-48.2 with said exemptions commencing January 1, 2014.

WHEREAS, by Resolution No. 24-14, dated November 20, 2014, the Mayor and City Council resolved to increase for all three classes of inventory as described above are to be hereby exempt from ad valorem taxation at the rate of eighty percent (80%) of the value of said property as defined in O.C.G.A. §48-5-48.2 with said exemptions commencing January 1, 2015.

NOW THEREFORE by it hereby resolved by the Mayor and City Council that commencing January 1, 2016, said ad valorem taxation for all three classes of inventory described above is to be increased twenty percent (20%) and is to be hereby exempt at the rate of one hundred percent (100%) of the value of said property as defined in O.C.G.A. § 48-5-48.2, with said exemptions commencing January 1, 2016; and the Mayor is further directed to immediately transmit a certified copy of this Resolution to the Georgia State Revenue Commissioner and the Bartow County Tax Commissioner.

BE IT AND IT IS HEREBY RESOLVED.

This the _____ day of _____, 2015.

**/s/ _____
Matthew J. Santini
Mayor**

ATTEST:

**/s/ _____
Connie Keeling
City Clerk**

RESOLUTION NO. _____

WHEREAS, currently the City of Cartersville, Georgia has approved an ad valorem exemption of 80% effective January 1, 2015 of all three classes of inventory described in the aforementioned provisions, namely:

- a. Inventory of goods in the process of manufacture or production which shall include all partly finished goods and raw materials held for direct use or consumption in the ordinary course of the taxpayer's manufacturing or production business in this State.
- b. Inventory of finished goods manufactured or produce in this State in the ordinary course of the taxpayer's manufacturing or production business when held by the original manufacturer or producer of such finished goods, and
- c. Inventory of finished goods which, on January 1, are stored in a warehouse, dock, or wharf, whether public or private, and which are destined for a shipment to a final destination outside this State and inventory of finished goods which are shipped into this State from outside this State and store for transshipment to a final destination outside this State.

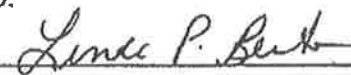
WHEREAS, the Mayor and City Council and the Cartersville School Board has determined that it will promote economic and industrial growth in the community to increase the Freeport exemption;

WHEREAS, the Cartersville School Board understands that currently the three classes of inventory described have an existing Freeport ad valorem taxation rate as of January 1, 2015 of eighty percent (80%) and it shall be proposed that said exemption shall be increased to one-hundred percent (100%) as authorized by O.C.G.A. § 45-5-48.2 as indicated below:

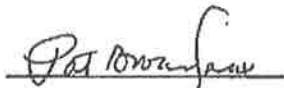
NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Cartersville School Board that it supports the Mayor and City Council increasing the Freeport ad valorem tax exemption from eighty percent (80%) to one-hundred (100%) percent beginning January 1, 2016.

BE IT AND IT IS HEREBY RESOLVED.

This 8 day of October, 2015.



Linda Benton, President


Pat Broadnax, Secretary



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Auditor's Management Letter

SubCategory:	Other
Department Name:	Finance
Department Summary Recommendation:	The auditor's engagement letter is attached for your review. In years past, the city attorney has asked that the mayor be authorized to sign it along with the city manager and finance director. The engagement letter spells out the understanding of the services to be provided by the city's audit firm, Carr, Riggs, and Ingram, LLC. It also lists the responsibilities of the city's management with respect to the documents that the city will provide to the audit firm along with the documents that the audit firm will complete. It further spells out the procedures that will be used to audit the city's accounting information, the city's internal controls, and any dispute resolutions. It also references the use of third party service providers by Carr, Riggs, and Ingram, LLC to help in the audit process while keeping the city's information secure and confidential. Finally, it mentions the agreed upon price of \$41,500 to be paid by the city for the FY 2015 audit to be completed. This is done on an annual basis and is standard to the auditing practice. I recommend the authorization for the mayor, city manager, and finance director to sign the engagement letter for Carr, Riggs, and Ingram, LLC as submitted
City Manager's Remarks:	This is a 'boiler plate' item that goes with the annual audit. Your approval and authorization of the referenced parties to sign it is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

September 15, 2015

To the Management of
The City of Cartersville, Georgia
One North Erwin Street
Cartersville, Georgia 30120

We are pleased to confirm our understanding of the services we are to provide the City of Cartersville for the year ended June 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Cartersville as of and for the year ended June 30, 2015. We will not audit the financial statements of the City of Cartersville Board of Education, a discretely presented component unit. These financial statements will be audited by other auditors whose report will be furnished to us, and our opinion on the basic financial statements, insofar as it relates to the amount included for the City of Cartersville Board of Education will be based on the report of the other auditors.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the City of Cartersville's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Cartersville's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Schedule of Funding Process

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Cartersville's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole:

- 1) Combining and individual fund financial statements and schedules
- 2) Schedule of Special Purpose Local Option Sales Tax expenditures

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information.

- 1) Introductory section
- 2) Statistical data included in the Comprehensive Annual Financial Report

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of the City of Cartersville and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the City of Cartersville's financial statements. Our report will be addressed to the Management of the City of Cartersville. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that the City of Cartersville is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or

governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Cartersville's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist in preparing the financial statements and related notes of the City of Cartersville in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Dispute Resolution

In the event of a dispute between the parties which arises out of or relates to this contract or engagement letter, the breach thereof or the services provided or to be provided hereunder, and, if the dispute cannot be settled through negotiation, the parties agree that before initiating arbitration, litigation or some other

dispute resolution procedure, they will first try in good faith to resolve the dispute through non-binding mediation. The mediation will be administered by the American Arbitration Association under its *Dispute Resolution Rules for Professional Accounting and Related Services Disputes*. The costs of any mediation proceedings shall be shared equally by all parties.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Carr, Riggs & Ingram, LLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the State of Georgia Department of Audits and Accounts or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Carr, Riggs & Ingram, LLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the State of Georgia Department of Audits and Accounts. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit on approximately September 16, 2015 and to issue our reports no later than December 21, 2015. Tom Carmichael, Jr., CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$41,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

We appreciate the opportunity to be of service to the City of Cartersville and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Carr, Riggs & Ingram, L.L.C.

Carr, Riggs & Ingram, LLC
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of the City of Cartersville, Georgia.

City Mayor

City Manager

Finance Director



City of Cartersville

**City Council Meeting
11/5/2015 7:00:00 PM
Quitclaim Deed Paga Mine Properties 8, LLC**

SubCategory:	Other
Department Name:	Administration
Department Summary Recommendation:	Paga Mine Properties 8, LLC is donating a small piece of property to Advocates for Children located at 49 Monroe Crossing. This property is adjacent to the City of Cartersville owned property which houses the Advocates Administration office and the Flowering Branch Children's Shelter.
City Manager's Remarks:	Your approval of this quit claim for property at the Advocates office is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

Return Recorded Document to:
Tilley Deems & Trotter, LLC
319 East Church Street
P.O. Box 2943
Cartersville, Georgia 30120

QUITCLAIM DEED

STATE OF GEORGIA
COUNTY OF BARTOW

THIS INDENTURE, Made the _____ day of _____, 2015, between **PAGA MINE PROPERTIES 8, LLC**, as party or parties of the first part, hereinafter called Grantor, and **CITY OF CARTERSVILLE, a municipal corporation of the State of Georgia**, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that : Grantor, for and in consideration of the sum of one dollar (\$1.00) and other valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, by these presents does hereby remise, convey and forever **QUITCLAIM** unto the said Grantee,

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 607 of the 4th District, 3rd Section, Bartow County, Georgia, and being more particularly described on Exhibit "A", attached hereto and made a part hereof.

Tax Parcel Number 0093-0607-009; Monroe Crossing

TO HAVE AND TO HOLD the said described premises to grantee, so that neither grantor nor any person or persons claiming under grantor shall at any time, by any means or ways, have, claim or demand any right to title to said premises or appurtenances, or any rights thereof.

IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year first above written.

PAGA MINE PROPERTIES 8, LLC

Signed, sealed and delivered in the
presence of:

By: Edward D. Brush, Member (Seal)

(Unofficial Witness)

(Notary Public)

PK#2411 PG#293

EXHIBIT "A"

PAGA MINE PROPERTIES 8, LLC

ALL THAT CERTAIN PIECE, PARCEL, OR LOT OF LAND LYING AND BEING IN LAND LOT 607 OF THE 4th DISTRICT, 3rd SECTION OF BARTOW COUNTY GEORGIA, AND BEING MORE FULLY SHOWN ON A BOUNDARY SURVEY FOR CIMBAR EMERSON, BY HIGHLAND ENGINEERING INC. DATED 5/23/05 AND HAVING THE FOLLOWING METES AND BOUNDS TO WIT:

BEGINNING AT THE INTERSECTION FORMED BY THE EASTERN RIGHT-OF-WAY OF ALLATOONA DAM ROAD (100'R/W) AND THE NORTHERN RIGHT-OF-WAY OF RED TOP MOUNTAIN ROAD (40'R/W), SAID POINT BEING THE POINT-OF-BEGINNING, (P.O.B.);

THENCE ALONG SAID EASTERN RIGHT-OF-WAY NORTH 36 DEGREES 41 MINUTES 07 SECONDS EAST (N36°41'07"E), FOR A DISTANCE OF 124.21' TO A POINT; THENCE TURNING AND LEAVING SAID EASTERN RIGHT-OF-WAY SOUTH 05 DEGREES 36 MINUTES 45 SECONDS EAST (S05°36'45"E) FOR A DISTANCE OF 100.10' TO A POINT LOCATED ON THE NORTHERN RIGHT-OF-WAY OF RED TOP MOUNTAIN ROAD (40'R/W); THENCE TURNING AND CONTINUING ALONG SAID NORTHERN RIGHT-OF-WAY NORTH 89 DEGREES 59 MINUTES 36 SECONDS WEST (N89°59'36"W) FOR A DISTANCE OF 63.99' TO THE POINT-OF-BEGINNING, (P.O.B.)

SAID TRACT OF LAND CONTAINS 0.10 ACRES = 4,184 SQ. FT.



City of Cartersville

**City Council Meeting
11/5/2015 7:00:00 PM
2016 Employee Health Insurance Renewal**

SubCategory:	Bid Award/Purchases			
Department Name:	Administration			
Department Summary Recommendation:	Since January 2013 the city's health insurance coverage has been through Cigna Insurance under a minimum premium alternative plan design. For calendar year 2016 Cigna Insurance has a rate increase of 10.6% which includes an increase in the pooling level for high insurance claims. The city's health insurance broker, Shaw-Hankins has shopped our coverage again and received proposals from United Healthcare and Blue Cross and Blue Shield (BC/BS), with the BC/BS proposal being the best option. The BC/BS option is a fully insured insurance product that is 4.1% less than the current year's insurance premium from Cigna. In order for the city to move coverage to BC/BS, the city would have to pay Cigna a supplemental premium of \$637,315 to cover run-out insurance claims. When you add this expense to the proposed insurance premium from BC/BS the estimated increase to the city is 9.4% compared to Cigna's 10.6% proposed rate increase. The following table provides a history of the last few years of the city's health insurance coverages and increases:			
	Calendar Year	Insurance Provider	Plan Type	% of Increase over Prior Year
	2012	United Healthcare	Self-Insured	
	2013	Cigna	Minimum Premium Alternative	- 0.9%
	2014	Cigna	Minimum Premium Alternative	+ 3.97%
				Major Plan Changes City purchased a "Bridge Product" to cover large claims over \$100,000. Change in out of pocket costs: Individual from \$1,500 to \$5,000. Family from \$3,000 to \$10,000.

	2015	Cigna	Minimum Premium Alternative	+ 13.8%	City dropped Health Reimbursement Account, no longer reimbursing up to the \$1,500 of deductible expenses. Annual cost for this averaged approximately \$180,000.
	2016	BC/BS	Fully Insured	- 4.1%	Emergency Room visit will changed from \$100 co-pay to \$100 + co-insurance.
				Estimate + 9.4% Increase	City will have to pay Cigna \$637,315 Supplemental Premium to cover run-out insurance claims.
Staff is currently working with the Insurance Broker on some potential changes in the insurance plan deductibles being presented by BC/BS to help employees and if the numbers are affordable, we may present them at the meeting on Thursday. At this time, based on the insurance proposals received, city staff recommends that the city select Blue Cross and Blue Shield as our insurance provider for calendar year 2016.					
City Manager's Remarks:	Your approval of the switch to Blue Cross Blue Shield is recommended.				
Financial/Budget Certification:					
Legal:					
Associated Information:					

City of Cartersville
Cigna Healthcare Renewal
January 1, 2016

	Cigna		Cigna Revised Renewal	
	Current	Renewal	Renewal (revised)	Renewal (\$125K)
Network	Open Access Plus	Open Access Plus	Open Access Plus	Open Access Plus
Plan Design	Current	Current	Current	Current
Pooling Level	\$100,000	\$100,000	\$100,000	\$125,000
Fixed Administrative Costs				
Employee	\$81.22	\$89.94	\$87.55	\$89.51
Employee + 1	\$118.97	\$132.47	\$128.78	\$131.81
Family	\$220.76	\$247.18	\$239.95	\$245.88
Total Monthly	\$44,535	\$49,645	\$48,246	\$49,394
Total Annual	\$534,418	\$595,746	\$578,958	\$592,729
Percentage Increase from Current (Admin Fees)	-	11.5%	8.3%	10.9%
Stop Loss Premium				
Employee	\$104.96	\$119.65	\$119.65	\$95.09
Employee + 1	\$170.58	\$194.46	\$194.46	\$154.55
Family	\$333.67	\$380.38	\$380.38	\$302.31
Total Monthly	\$63,602	\$72,506	\$72,506	\$57,624
Total Annual	\$763,230	\$870,066	\$870,066	\$691,487
Percentage Increase from Current (Stop Loss Premium)	-	14.0%	14.0%	-9.4%
Variable Costs				
Claims Liability				
Employee	\$528.86	\$609.70	\$590.91	\$606.31
Employee + 1	\$819.33	\$944.58	\$915.45	\$939.33
Family	\$1,602.68	\$1,847.66	\$1,790.70	\$1,837.40
Total Monthly	\$310,018	\$357,407	\$346,389	\$355,421
Total Annual	\$3,720,216	\$4,288,882	\$4,156,670	\$4,265,053
Percentage Increase from Current (Liability Factors)	-	15.3%	11.7%	14.6%
TOTAL FIXED AND VARIABLE COSTS				
Medical Administration	\$534,418	\$595,746	\$578,958	\$592,729
Stop Loss Premium	\$763,230	\$870,066	\$870,066	\$691,487
Claims Liability	\$3,720,216	\$4,288,882	\$4,156,670	\$4,265,053
Total Fixed & Variable Costs	\$5,017,864	\$5,754,694	\$5,605,694	\$5,549,269
Total Cost*	\$5,017,864	\$5,754,694	\$5,605,694	\$5,549,269
Increase from Current (Total Cost \$)		\$736,830	\$587,830	\$531,405
Increase from Current (Total Cost %)	-	14.7%	11.7%	10.6%

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

For 2015, Cigna is offering a wellness fund in the amount of \$30,000.

Cigna network access fees included above are \$12.50 PEPM for both 2015 and 2016.

Calculations are based on 183 singles, 49 EE + Dep and 108 EE + Family (total of 340 subscribers).

*Scenario 1 assumes 40% of employees would choose the Local Plus option.

City of Cartersville

Medical Renewal and Marketing Analysis - BlueCross BlueShield Alternates

January 1, 2016

Illustrative Rates

		Cigna Current/Renewal		Cigna Renewal (4 Tier Rates)		Cigna Revised Renewal (4 Tier Rates)		BlueCross BlueShield FI Option (revised)	
Plan Name		Open Access Plan Open Access Plus Minimum Premium		Open Access Plan Open Access Plus Minimum Premium		Open Access Plan Open Access Plus Minimum Premium		Non-standard Plan Blue Open Access POS Fully Insured	
Funding Type		In-Network	Out of Network	In-Network	Out of Network	In-Network	Out of Network	In-Network	Out of Network
Office Visits (PCP/Specialist)		\$25 / \$40	60%	\$25 / \$40	60%	\$25 / \$40	60%	\$25 / \$40	60%
Preventive Care		100%	60%	100%	60%	100%	60%	100%	60%
Policy or Calendar Year Deductible									
Deductible	Single	\$3,000	\$3,500	\$3,000	\$3,500	\$3,000	\$3,500	\$3,000	\$3,500
	Family	\$6,000	\$7,000	\$6,000	\$7,000	\$6,000	\$7,000	\$6,000	\$7,000
Coinsurance		90%	60%	90%	60%	90%	60%	90%	60%
Out-of-Pocket Maximum		Includes Deductible		Includes Deductible		Includes Deductible		Includes Deductible	
	Single	\$5,000	\$13,000	\$5,000	\$13,000	\$5,000	\$13,000	\$5,000	\$13,000
	Family	\$10,000	\$39,000	\$10,000	\$39,000	\$10,000	\$39,000	\$10,000	\$39,000
Annual Maximum		Unlimited		Unlimited		Unlimited		Unlimited	
Inpatient Hospital Copay		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Inpatient Hospital Coinsurance		90%	60%	90%	60%	90%	60%	90%	60%
Outpatient Hospital Copay		N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Outpatient Hospital Coinsurance		90%	60%	90%	60%	90%	60%	90%	60%
Urgent Care		\$40	60%	\$40	60%	\$40	60%	\$40	60%
Emergency Room		\$100		\$100		\$100		\$100 + coins	
Prescription Drugs									
Rx Deductible		\$50 family		\$50 family		\$50 family		\$50 family	
Tier 1 (Preferred Value/Generic)		\$15		\$15		\$15		\$15	
Tier 2 (Preferred Brand)		\$40		\$40		\$40		\$40	
Tier 3 (Non-preferred)		\$60		\$60		\$60		\$60	
Tier 4 (Preferred Specialty)		10% to \$200		10% to \$200		10% to \$200		10% to \$200	
Mail Order		2 x retail		2 x retail		2 x retail		2 x retail	
Rates by Plan	Lives	Current	Renewal	Renewal (4 Tier Rates)		Revised Renewal (4 Tier Rates)		FI Option (revised)	
Employee	183	\$715.04	\$819.29	\$809.73		\$788.84		\$666.00	
Employee + Spouse	41	\$1,108.88	\$1,271.51	\$1,686.68		\$1,642.99		\$1,398.61	
Employee + Child(ren)	19	-	-	\$1,527.23		\$1,487.67		\$1,298.72	
Family	97	\$2,157.11	\$2,475.22	\$2,404.19		\$2,341.92		\$2,031.32	
Monthly Premium by Plan		\$418,155	\$479,558	\$479,558		\$467,153		\$400,935	
Annual Premium by Plan		\$5,017,860	\$5,754,696	\$5,754,699		\$5,605,830		\$4,811,217	
		Current	Renewal	Renewal (4 Tier Rates)		Revised Renewal (4 Tier Rates)		FI Option (revised)	
Combined Annual Cost Difference (\$)			\$736,836	\$736,839		\$587,970		(\$206,643)	
Combined Annual Cost Difference (%)			14.7%	14.7%		11.7%		-4.1%	
Supplemental Premium (to term)			\$637,315	\$732,346		\$0		\$637,315	
Total 2016 Costs			\$5,754,696	\$5,754,699		\$5,605,830		\$5,448,532	
Cost Difference from Revised Renewal (including SP)			-	-		-		(\$157,299)	

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

BCBS requires additional prognosis on large claims prior to finalizing their proposal.

BCBS rates have been quoted assuming the current plan designs. Rates and benefits are subject to change once final ACA guidance has been established and reviewed by BCBSGA to ensure compliance with this guidance.

The rates provided assume there is no member reimbursement which reduces the out-of-pocket cost of the benefit plan. Rates may be adjusted if out-of-pocket costs are subsidized by the employer.

BCBS quote includes telemedicine (Live Health Online) at PCP and Specialist copays and Live Health online.

The above BCBS level funding rates include the ACA Transitional Reinsurance Fee, but do not include the Comparative Effectiveness Research Fee (PCORI). Client is responsible for payment of the Comparative Effectiveness Research Fee (PCORI).

BCBS Level Funding allows groups to participate in 50% of any Surplus at the end of the contract year. Settlement of each contract year will occur by 150 days of the end of the contract, unless during terminal run out period.

Both Cigna and BCBS quotes include \$30,000 annual wellness budget.

Cigna revised renewal rates are illustrative for 4-tier rates pending receipt of actual rates from underwriting.

Item # 14

City of Cartersville

Medical Cost Comparison - BCBS ASO and Minimum Premium options

January 1, 2016

	Current	Renewal (revised)	BCBS ASO (revised)	BCBS Minimum Premium (rev)
Network	Open Access Plus	Open Access Plus	Blue Open Access POS	Blue Open Access POS
Adminstrator	Cigna	Cigna	BlueCross BlueShield of GA	BlueCross BlueShield of GA
Reinsurance	Cigna	Cigna	BlueCross BlueShield of GA	BlueCross BlueShield of GA
Plan Design	Current	Current	Current	Current
Specific Deductible	\$100,000	\$100,000	\$125,000	\$125,000
Specific Contract Basis	N/A	N/A	12/12	12/24
Aggregate Contract	N/A	N/A	12/12	12/24
Aggregate Corridor	N/A	N/A	125%	110%
FIXED COSTS				
Medical Administration				
Employee	\$81.22	\$87.55	\$64.50	\$87.50
Employee + 1	\$118.97	\$128.78	\$64.50	\$87.50
Family	\$220.76	\$239.95	\$64.50	\$87.50
Total Monthly	\$44,535	\$48,246	\$21,930	\$29,750
Total Annual	\$534,418	\$578,958	\$263,160	\$357,000
Stop Loss Premium				
	Specific Stop Loss	Specific Stop Loss	Specific + Aggregate	Specific Only
Employee	\$104.96	\$119.65	\$79.00	\$76.00
Employee + 1	\$170.58	\$194.46	\$79.00	\$76.00
Family	\$333.67	\$380.38	\$79.00	\$76.00
Total Monthly	\$63,602	\$72,506	\$26,860	\$25,840
Total Annual	\$763,230	\$870,066	\$322,320	\$310,080
VARIABLE COSTS				
Claims Liability				
Expected Liability				
Employee	\$528.86	\$590.91	\$865.73	\$909.48
Employee + 1	\$819.33	\$915.45	\$865.73	\$909.48
Family	\$1,602.68	\$1,790.70	\$865.73	\$909.48
Total Monthly	\$310,018	\$346,389	\$294,348	\$309,223
Total Annual	\$3,720,216	\$4,156,670	\$3,532,178	\$3,710,678
Maximum Liability				
Employee	\$528.86	\$590.91	\$1,082.16	\$1,000.43
Employee + 1	\$819.33	\$915.45	\$1,082.16	\$1,000.43
Family	\$1,602.68	\$1,790.70	\$1,082.16	\$1,000.43
Total Monthly	\$310,018	\$346,389	\$367,934	\$340,146
Total Annual	\$3,720,216	\$4,156,670	\$4,415,213	\$4,081,754
TOTAL FIXED AND VARIABLE COSTS				
Total First Year Expected Cost				
Medical Administration	\$534,418	\$578,958	\$263,160	\$357,000
Stop Loss Premium	\$763,230	\$870,066	\$322,320	\$310,080
Expected Claims	\$3,720,216	\$4,156,670	\$3,532,178	\$3,710,678
ACA Fees	Included	Included	\$18,727	\$18,727
Broker Commissions	Included	Included	Included	Included
Total Expected Costs	\$5,017,864	\$5,605,694	\$4,136,386	\$4,396,486
Estimated Change from Current (\$)				
		\$587,830	-\$881,478	-\$621,378
Percentage Change from Current				
		11.7%	-17.6%	-12.4%
Total First Year Maximum Cost				
Medical Administration	\$534,418	\$578,958	\$263,160	\$357,000
Stop Loss Premium	\$763,230	\$870,066	\$322,320	\$310,080
Maximum Claims	\$3,720,216	\$4,156,670	\$4,415,213	\$4,081,754
ACA Fees	Included	Included	\$18,727	\$18,727
Broker Commissions	Included	Included	Included	Included
Total Maximum Costs	\$5,017,864	\$5,605,694	\$5,019,420	\$4,767,562
Estimated Change from Current (\$)				
		\$587,830	\$1,556	-\$250,302
Estimated Change from Current (%)				
		11.7%	0.0%	-5.0%
Total Liability to Term Cigna				
		-	\$637,315	\$637,315
Total 2016 Maximum Liability				
		-	\$5,656,735	\$5,404,877
Estimated Change from Revised Renewal (\$)				
		-	\$51,041	-\$200,818
Estimated Change from Revised Renewal (%)				
		-	0.9%	-3.6%

This comparison is intended to illustrate the carrier's proposed services and rates and should not be relied upon to fully determine benefits and rates. Refer to carrier's renewal/proposal for a complete representation of coverage terms and conditions.

Stop loss rates are illustrative. In order to provide a firm quote, BCBS will need paid claims and large claims within four months of contract effective date.

Costs above are based on 340 enrolled employees.

Includes wellness funds of \$30,000 per year.

Item # 14



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Steel Pipe for Gas Dept.

SubCategory:	Bid Award/Purchases
Department Name:	Gas Department
Department Summary Recommendation:	We have requested and received bids from 3 vendors for 2,790 feet of 4" steel pipe. This pipe is for a gas main extension to supply gas to the Cartersville Business Park. We recommend accepting the low bid of \$18,972.00 from Consolidated Pipe.
City Manager's Remarks:	Approval of the bid received from Consolidated pipe is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	N/A
Associated Information:	

TABULATION OF BIDS

CARTERSVILLE PROJECT NO.: CP-14-008
BID DATE: 10/16/2015

				1		2		3			
				Consolidated Pipe		Edgen Murray Corp		McJunken (MRC)			
				BASE BID: \$18,972.00		BASE BID: \$19,278.90		BASE BID: \$21,120.30			
ITEM NO.	DESCRIPTION	EST. QTY.	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL		
1.	4 - 1/2" OD .188 WT FBE Coated ERW X42	2,790	LF	\$6.80	\$18,972.00	\$6.91	\$19,278.90	\$7.57	\$21,120.30		
							\$0.00		\$0.00		
							\$0.00		\$0.00		
					\$0.00		\$0.00		\$0.00		
					\$0.00		\$0.00		\$0.00		
					\$0.00		\$0.00		\$0.00		
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					\$0.00		\$0.00		\$0.00		
					\$0.00		\$0.00		\$0.00		
					\$0.00		\$0.00		\$0.00		
BID PROPOSAL				Total:	\$18,972.00	Total:	\$19,278.90	Total:	\$21,120.30		



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Garbage Cart and Recycling Cart

SubCategory:	Bid Award/Purchases
Department Name:	Public Works
Department Summary Recommendation:	We opened bids for 400 Residential Garbage Carts and 400 Recycling Carts. We had 5 bids ranging from a total of \$33,667.99 to \$37,184.00. We recommend award to the low bidder, Toter, LLC, for the amount of \$33,667.99. This is a budgeted item.
City Manager's Remarks:	Your approval of the low bid from Toter for residential garbage carts is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	



City of Cartersville

City Council Meeting
11/5/2015 7:00:00 PM
Stormwater Workorder/Inspection Software Agreement

SubCategory:	Contracts/Agreements
Department Name:	Public Works
Department Summary Recommendation:	Public Works currently utilizes HiperWeb work order software for our Solid Waste, Maintenance, Grounds, and Stormwater Divisions to track upcoming and completed work/tasks. Our Stormwater Division requests that we enter into an agreement with Electric Cities of Georgia to implement a module within HiperWeb that has a configuration for stormwater inspections that interfaces with the City of Cartersville GIS. This module will allow in-field inspections of stormwater and construction related items on a mobile device that can immediately generate work orders to our crews. It will also assist in asset management and reporting that is vital in our MS4 annual report to Georgia EPD. The cost of implementation is \$12,570. An annual maintenance cost will be \$5,303. These fees are both budgeted and Public Works requests approval to enter into this agreement with ECG.
City Manager's Remarks:	Your approval of this item is recommended.
Financial/Budget Certification:	This is a budgeted item.
Legal:	
Associated Information:	



October 12, 2015

Mr. Wade Wilson
City of Cartersville - Engineering
330 South Erwin St.
P.O. Box 1390
Cartersville, GA 30120

Dear Wade,

As requested, please find attached the ECG pricing for implementing the CMMS module with configuration for Stormwater and interface to GIS for City of Cartersville. If, after review, the City would like to proceed with this project, please let me know and I'll submit the appropriate paperwork to begin the process.

This setup will provide the City the functionality and compliance requirements in a fashion similar to City of Griffin Stormwater utility setup. I'll follow up with you in a week or so – in the meantime, let me know if you have any questions.

Sincerely,

Ellen Richardson
Director, Member Solutions

HiperWeb Stormwater Key Features

Schedule, document and monitor inspection details for; Detention Ponds, Commercial/Industrial/HVPS Inspection Outfalls, Commercial Development Plans, Final Construction Inspection, Erosion, Sedimentation & BMP Control Routine Inspection, Drainage Maintenance Checklist, Culvert Inspection, Stormwater Network Inspection, Outfall Inspection, Conveyances (Piped), Drainage Network General Inspection, Closed Conveyance (Pipes, Culverts, J boxes), Open Conveyance (Channels, ditches, swales), Drop Inlet Inspection, Grate Inlet Inspection, Catch Basin Inspection, Junction Box Inspection.

Track Illicit Discharge calls, schedule follow up site visits to eliminate Illicit Discharge and illegal dumping.

Document HVPS Outreach & Education

Reporting and Queries are available to support annual reporting procedures. Reports are generated with photos for all facilities, with an overall report of the year's activities.

Supports multiple levels of security to provide for read-only access, read-write access, and update access.

Integrates with ESRI GIS maps or can be used independent of GIS allowing the user to immediately begin capturing data and then later link to a GIS program.

Scope of Work

Configure the Stormwater Compliance module for the City of Cartersville on the ECG server

Configure all Stormwater structure inspection forms listed below

- Detention Pond Inspection
- IDDE and HVPS Outreach & Education
- Commercial/Industrial/HVPS Inspection
- Outfall Inspection
- Commercial Development Plans
- Final Construction Inspection
- Erosion, Sedimentation & BMP Control Routine Inspection
- Drainage Maintenance Checklist
- Culvert Inspection
- Stormwater Network Inspection
- Conveyances (Piped)
- Drainage Network General Inspection (To be completed last)
- Closed Conveyance (Pipes, Culverts, J boxes)
- Open Conveyance (Channels, Ditches, Swales)
- Drop Inlet Inspection
- Grate Inlet Inspection
- Catch Basin Inspection
- Junction Box Inspection

Setup NPED permit

Setup report templates with City of Cartersville Logo

Configure Annual Report Summary

GIS Interface

Training

Ongoing Support

Item # 17

Pricing**One Time Costs**

Description	Price
Stormwater/Inspection module configuration	\$2,310.00
Forms Setup	5,280.00
1 day on-site training	840.00
1 day on-site follow up 60 days from go-live (if needed)	840.00
GIS Interface and Setup	3,300.00
Investment Total	\$12,570.00

Annual On-Going Costs

Description	Price
Annual Maintenance & Support – Inspection Module	\$2,750.00
Annual Maintenance & Support – CMMS	2,553.00
Investment Total	\$5,303.00